



**GLENSIDE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES
MEETING MINUTES
November 19, 2020**

I. CALL TO ORDER

The regular board meeting of the GPLD Board of Trustees was called to order at 7:00 p.m. by Board President Sam Lucente at the Glenside Public Library.

II. ROLL CALL

Trustees Present: Sam Lucente, Altha Milnes, Chodri Khokar, Marianne Evans and Connie Barreras. Trustees Attending Remotely: Isabelle Baldwin and Jessica Breede. Also Present: Library Director Tom Bartenfelder. Assistant Library Director Ian Peery, Public Services Manager Jill Martorano, and Circulation Department Manager Jane Hebert attended remotely.

III. ADOPTION OF AGENDA

Trustee Khokar moved and it was seconded by Trustee Evans that the GPLD Board of Trustees adopts the agenda for November 19, 2020. Roll Call Vote: Ayes – all present. Nays – none. Motion carried.

IV. CITIZEN PARTICIPATION – None.

V. CONSENT AGENDA

- A. Approval of minutes of the October 22, 2020 GPLD Board Meeting (To be filed as Attachment #1 October 22, 2020).
 - B. Authorize Treasurer to Wire Transfer Bond Payment in the amount of \$167,275.46, due December 30, 2020.
 - C. Cancel December Board Meeting and authorize Treasurer to pay all normal and customary bills in December and Board will affirm in January.
- A., B., and C. Adopted by consensus with no corrections.

VI. COMMITTEE REPORTS

- A. Forthcoming Meetings Calendar (Attachment #2) was presented.
- B. President's Report – met with Director Bartenfelder to discuss library response to IDPH guidance, library will be going back to Grab'n'Go model.

VII. TREASURER'S REPORT (Attachment #3 and Handout)

- A. Trustee Milnes moved and it was seconded by Trustee Barreras that the GPLD Board of Trustees accept Bills Approval Report (file with the Treasurer's Report) for November 19, 2020 in the amount of \$82,494.24. Roll Call Vote: Ayes – all present. Nays – none. Motion carried.

VIII. LIBRARIAN'S REPORT (Attachment #4)

Library Director Bartenfelder – Study room update: architects completed three options for two individual study rooms. Least expensive is two rooms divided by hard

wall, other options are flexible wall. Architects will finalize drawings for \$43,000 option with more solid moveable wall between the two rooms. This option has more sound reduction between the two rooms. This option will also have more long-term options. No A/V in the rooms. Pandemic response: No additional positive COVID cases among library staff and no quarantines. Librarians are working from home when possible. Went to Grab'n'Go option – essential services with minimal risk to community. Neighboring libraries are mainly offering the same services. Continuing to follow metrics and guidelines. The Board's role is to determine if the operation of the library causes a risk to community.

Assistant Library Director Peery – Changing phone service from traditional POTS lines to internet connected solution. Got SIP proposal that came in at \$3996 less annually than we currently pay. Transition has been completed. 3-year contract gives us the ability to migrate to fully functional voice over internet protocol system at our discretion with no penalty. In final three weeks of transition to SWAN consortium catalog. Patrons will see some disruptions in service until December 9th. Marketing efforts are being ramped up. On December 7th current system will stop being used.

Public Services Manager Martorano – Change in services comes with questions from patrons regarding usage of the library, study rooms and time limit on computer, there is a one-hour limit. School outreach services have picked up. Preschool outreach – Diane is doing live in classroom story times. Teen Librarian – Rachael has twice a week, since the beginning of the school year, been in the 7th grade English classes doing book talks. Sees 500 youth per week. Providing books from collection if able.

Circulation Department Manager Hebert – Busy with phone calls asking if the library is open, if computers are available, and if they can scan. Getting ready for SWAN. Friends of the Library are selling book bags for the holidays. Circulation Department is collecting the payments.

IX. ACTION ITEMS

- A. Trustee Milnes moved and it was seconded by Trustee Khokar that the GPLD Board of Trustees Approve Ordinance O-04-20 abating the 2020 Glenside Public Library District tax levy regarding the payment of principal and interest due on general obligation refunding library bonds (alternate revenue source), series 2019. Roll Call Vote. Ayes – all present. Nays – none. Motion carried.

X. TRUSTEE OPEN DISCUSSION - None

XI. ADJOURNMENT

Trustee Barreras moved and it was seconded by Trustee Evans that the GPLD Board of Trustees adjourns. Roll Call Vote: Ayes – all present. Nays – none. Motion carried at 8:03 p.m.

Respectfully,

Constance Barreras

Constance Barreras
Secretary