



**GLENSIDE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES
MEETING MINUTES
January 21, 2021**

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 Isabelle Baldwin. Trustee Attending Remotely: Jessica Breede. Trustee Absent: Connie Barreras. 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. APPOINT SECRETARY PRO TEM

Trustee Lucente moved and it was seconded by Trustee Evans that GPLD Board of Trustees appoint Isabelle Baldwin as Secretary Pro Tem. Roll Call Vote: Ayes – all present. Nays – none. Motion carried.

IV. ADOPTION OF AGENDA

Trustee Evans moved and it was seconded by Trustee Khokar that the GPLD Board of Trustees adopts the agenda for January 21, 2021. Roll Call Vote: Ayes – all present. Nays – none. Motion carried.

V. CITIZEN PARTICIPATION – None.

VI. CONSENT AGENDA

- A. Approval of minutes of the November 19, 2020 GPLD Board Meeting (To be filed as Attachment #1 November 19, 2020).
 - B. Accept Annual Audit & Annual Financial Report 2019-20 (Attachment #5).
 - C. Authorize certification of Names for annual Statement of Economic Interest (Attachment #6).
 - D. O-05-20 Regular Meeting Dates 2020-21 (Attachment #7).
 - E. Accept Progress of Goals and Objectives, 2020-21 (Attachment #8).
- A., B., C., D., and E. Adopted by consensus with no corrections.

VII. COMMITTEE REPORTS

- A. Forthcoming Meetings Calendar (Attachment #2) was presented.
- B. President's Report – none.

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

- A. Trustee Milnes moved and it was seconded by Trustee Lucente that the GPLD Board of Trustees accept Bills Approval Report (file with the Treasurer's Report) for January 21, 2021 in the amount of \$99,090.02. Roll Call Vote: Ayes – all present. Nays – none. Motion carried.

- B. Trustee Milnes moved and it was seconded by Trustee Baldwin that the GPLD Board of Trustees ratify Bills Approval Report paid December 2020 (file with the Treasurer's Report) in the amount of \$253, 122.83. Roll Call Vote: Ayes – all present. Nays – none. Motion carried.

IX. LIBRARIAN'S REPORT (Attachment #4a and #4b)

Library Director Bartenfelder – December statistical report was difficult to reconcile old data with new data due to transition to SWAN in the middle of the month. Librarian's Report will be overhauled before February meeting with new statistical information such as items checked out by GPLD patrons at other libraries and patrons of other libraries who check out items from GPLD. Thank you to department heads and their staffs for the smooth transition to SWAN. Audit was finalized in December. Addition of two study rooms went out to bid. Proposals should be back for February meeting and board will vote to accept, decline, or postpone the project. Estimate for project is \$70,000. COVID tier mitigation changes from tier 3 to tier 2 for our region. Services will be reopened to previous tier 2 levels, most likely, on February 1st.

Assistant Library Director Peery – Two new self-checkout kiosks that are compatible with SWAN system are in place and operating. SWAN migration project has been completed and the library is live, and up and running on the system. Clean up tasks are being completed.

Public Services Manager Martorano – Holiday tree was up in December. Take-and-make craft kits were available for families to take home, 200-250 were picked up. Created new raffle in place of winter reading. Created Winter Boredom Buster Bags for each grade level, and over 300 people participated. Every household that participated went home with something. Public Service staff was well trained and prepared for transition to SWAN. Patrons can more easily place holds on items from other libraries. Minor issues have been handled.

Circulation Department Manager Hebert – Patrons say items from other libraries are coming in much faster. A lot of new faces are coming in because library is open. Busy with finding books for other libraries, and tasks are flowing smoothly.

X. ACTION ITEMS - NONE

XI. TRUSTEE OPEN DISCUSSION

- A. The Personnel Committee Meeting for Library Director's Update was Scheduled for February 4, 2021 at 6:30 p.m.

XII. ADJOURNMENT

Trustee Khokhar 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 7:29 p.m.

Respectfully,

Constance Barreras

Constance Barreras
Secretary