

**West Chester Public Library**

415 N Church Street  
West Chester, PA 19380  
610-696-1721

**Minutes**

Of the May 17, 2021 meeting of the Board of Trustees of the West Chester Public Library (on Zoom).

**Board Attendance:** A. Rayburn-Pizzica, M. Brooks, H. Wessling, R. Kagan, L. Nelson, S. McDonald, D. Enea, T. Faccioli, J. Speiser,

**Guests:** M. Cooper

**Staff Attendance:** V. Dow & C. Quinn

On Monday, May 17, 2021, *M. Brooks, President, called the meeting to order at 7:01 pm.*

**Consent Agenda:** Following a few updates and edits, J. Speiser made a motion to approve the Consent Agenda and put it on file. T. Faccioli seconded. The Consent Agenda was approved.

**Treasurer's Report:** H. Wessling provided some updates on the Fulton Bank account and loan as well as positive updates about the state of the budget. A. Rayburn-Pizzica made a motion to approve the Treasurer's Report and put it on file. T. Faccioli seconded. The Treasurer's Report was approved.

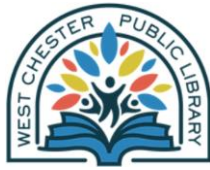
**President's Report:** M. Brooks discussed the executive committee's meeting regarding the space consultant and the importance of this initiative. M. Brooks reminded the board that the Strategic Planning Committee – who will oversee the space planning initiative with the executive committee – needs more members.

The Summer Reading Challenge Kick-Off is on June 12<sup>th</sup> at Barclay Park. Looking for volunteers.

**Committee and Development Reports:**

**Governance:** D. Enea announced that J. Speiser will be leaving the board at the end of her term. We are in need of a new board member as soon as possible. The Governance Committee is also in need of new members.

**Community:** J. Speiser provided updates regarding welcome videos in different languages for the library's YouTube page. Need to develop the script for welcome videos.



**Development.** C. Quinn provided updates on HHT planning as well as the offering Trivia Night events in person once again. We also need more registrations for the Riley Sager author event – so please share far & wide. Looking into the future for a new, spring fundraiser idea.

**Finance:** No updates.

**Personnel:** No updates.

**Building:** Keep an eye out for the Library's new sign.

**Strategic Planning:** A. Rayburn-Pizzica and V. Dow provided an update on the current state of the Strategic Plan initiatives which included the idea for a new teen program TikTok account, and some unique virtual program offerings for adults that had been offered. There is need for support and input diversifying program offerings.

**Parking:** No updates.

**Old Business:** M. Brooks brought up the current COVID regulations and WCPL's current mitigation decisions: the library is open again full-time and a conversation was had around the requirement of masks. L. Nelson made a motion to require masks through May 31 and then, after June 1, per PA Dept. of Health and CDC guidelines, only those who are fully vaccinated may choose not to wear them, unless in the Children's Department, where masks will still be required. H. Wessling seconded. The motion was approved. If guidelines change, the board will discuss and update.

V. Dow requested to make the meeting room available to groups of 10 or smaller. L. Nelson made a motion to approve using the meeting room for groups of 10 or smaller. S. McDonald seconded. The motion was approved.

**New Business:** H. Wessling made a motion for the board to approve moving \$19,770.73 of CARES money into the Board-Directed fund and \$2,992.43 into the Capital projects fund to replace money spent on PPE. T. Faccioli seconded. The motion was approved.

Updated Library Behavior Policy was presented for reapproval. H. Wessling made a motion to approve the Behavior Policy. R. Kagan seconded. The policy was approved.

Updated Whistleblower Policy was presented for reapproval. H. Wessling made a motion to approve the Whistleblower Policy. J. Speiser seconded. The policy was approved.

*M. Brooks moved the board into Executive Session at 7:56 pm*