

BOLDOCT Meeting

1-26-22

Attendance: Nathan Schultz, Dan Schultz, Myron Goldman, Julie Haywood, Matt Areman (Township Commissioner), Mary Kay Moran (Executive Director), Elizabeth McGoran (Head Librarian, Elkins Park branch), Azsa Hill, Kendra Clayton, Risa Robinson

Corrected Board Reorganization Nominations:

The bylaws call for a combined roll of Secretary/Treasurer.

Nathan Schultz – President (Dan Schultz moved to approve; Julie Haywood seconded – All ayes)

Julie Haywood – Vice President (Matt Areman moved to approve; Nathan Schultz seconded – All ayes)

Dan Schultz – Secretary Treasurer (Julie Haywood moved to approve; Matt Areman seconded – All ayes)

Board Committee Formation:

Finance – Dan Schultz will chair the committee; Myron Goldman will be a member.

Governance – Julie Haywood will chair of the committee; Jessika McLaughlin will be a member.

Development – Nathan will be the sole member until another member joins.

Public Comment: None.

Consent Agenda:

Mary Kay Moran answered questions about the finance report. Dan Schultz will put together a list of Finance Committee dates. Matt Areman asked about next steps according to the library system's Covid-19 planning.

Motion to adopt the consent agenda: Myron Goldman moved to adopt the consent agenda; Julie Haywood seconded the motion. The motion passed unanimously.

Sunshine Announcements: None.

Librarian's Report: (Elizabeth McGoran, Head Librarian, Elkins Park branch)

East Cheltenham/La Mott Outreach: Curbside service at East Cheltenham began, and they will have a weekend pick-up hour this Saturday. Craft-to-Go kits have been set out at East Cheltenham. La Mott also has had craft-to-go kits and materials in the "Little Free Library".

Elkins Park: In-library use has been consistent. Curbside pick-up has not increased, despite the Omicron spike. Programming participation and registration has gone well. Read to the Dogs will be the first foray into in-person programming. AARP tax prep will resume this year. Virtual storytimes run once per week. The Winter Reading Challenge is still running. The Digital Media Lab is available for use again.

Glenside: There is a new copier. All library spaces are now available for browsing and use.

Commissioner's Report: (Matt Areman, Township Commissioner)

The Township Administrative offices have closed to the public due to the Covid-19 complications. The may reopen mid-February. The Facilities Committee is meeting mid-February. Mary Kay Moran presented at the Public Affairs Meeting. An ordinance regarding smoking on the library campus is under development. The Township is in the process of filling several positions.

New Business:

- **Whistleblower Policy:** The Governance Committee met this month and drafted a whistleblower policy. The board members received a draft. Julie Haywood recommended tabling the adoption of the policy until the February meeting for member and legal counsel review.
- **2022 Budget:** The Finance Committee met in December and brought the budget to the board for a motion for approval earlier than in previous years. Changes occurring after the 2020 finances are closed will be presented as an update to the board. Mary Kay Moran explained adjustments made to the previously proposed budget.

Motion to adopt the 2022 Budget: Myron Goldman moved to adopt the proposed 2022 budget; Julie Haywood seconded the motion. The budget passed unanimously.

- **Glenside Friends Board Seat:** The Glenside Friends seat is vacant, and a nomination will likely occur at the February meeting.
- **Covid-19 plan update:** Due to the increased positivity rate resulting from the Omicron variant, the previous matrix used to monitor Covid-19 rates for library operations is no longer useful. Mary Kay Moran now refers to the Children's Hospital of Philadelphia's guidance for schools and CDC recommendations, while also monitoring what other local libraries are doing, staff health, and other resources. There are several options for partial opening should it be necessary.
- **Facilities update:** Mary Kay Moran presented information about the facilities of East Cheltenham and La Mott Libraries. The boilers will not be replaced, and the buildings will close again in winter of 2022. There are no plans to staff either community center at this time. Potential solutions were presented and discussed. Some ideas mentioned were purchasing a bookmobile, renting or purchasing space, sharing space with a community partner, opening seasonally with limited services, or moving towards the average Montgomery County library's model.
 - Myron Goldman asked about the advantages of keeping the current model, with two branches and combined staff, and Mary Kay Moran presented both benefits and drawbacks. Dan Schultz asked about the staff (Head Librarians) of the East Cheltenham and La Mott and the square footage of other MCLINC libraries. Julie Haywood emphasized the importance of developing a timeline for decision-making in terms of short and long-term choices. Elizabeth McGoran mentioned positive aspects of the combined staff at Elkins Park. Attendee and employee Kendra C. said (via chat) that she values the community patron. She thought it damaging to break trust by not honoring the system's promise to reopen in April after patrons lost use of their libraries.
- **Strategic plan update:** The board received the results of the Community Needs Assessment. Findings from the focus groups and survey will be compiled into reports. An in-person board retreat will be held on Sunday, February 27, 2022. There will be an in-person staff retreat on Monday, February 28, 2022.
- **Document Storage and Retention:** Dan Schultz, Mary Kay Moran, and Azsa Hill will research options for BOLDOCT document storage.

Motion to adjourn: Myron Goldman moved to adjourn, Julie Haywood seconded the motion, and the meeting adjourned.

Executive Session: The board moved into executive session at 9:11 pm.