

**Centre County Library and Historical Museum Board of Trustees**  
**Thursday, April 23, 2020**  
**6:30pm**  
**Zoom Meeting**

**Trustees Present:** Kathy Pasch, Lindsey Kurtz, Richard Thompson, Justin Miller, Matthew Bonchack, Margaret Gray, Helen DeFilippis, Melissa Hombosky, Carl Inglesby

**Staff Present:** Denise Sticha

**Call to Order:** Matthew Bonachack, President, called the meeting to order at 6:32 pm.

**Review and Approval of Minutes:** No updates or amendments suggested. DeFilippis motioned to approve the March meeting minutes. Miller seconded. Motion carried.

**Approval/Amendment of the Agenda:** Agenda-no additions or admendments. Inglesby motioned to approve the April 2020 agenda. Pasch seconded.

**Public Comments:** No public comments or correspondence. Gray suggested consideration of sunshine law as it applies to our Board Meetings. Sticha mentioned we have held previous discussions about having the minutes accessible on the website. Sticha will move forward with this task.

**Approval of Reports:** Sticha informed no public comments. Gray mentioned earlier in the month to Sticha about considering Sunshine Law in reference to meeting

**Committee Reports:**

Finance Committee-Met with Kristin Combs, They suggested we keep \$25,000 in Janet Wood. Have growth funds and some more flexible funds without losing other funds. Looking at bonds. Ingelsby and Sticha will sign documents to open accounts and move money market. Combs has forms we need for transfer. Payroll Protection Program-we submitted our application. We did not get through the first wave. Hoping to get through second wave. On track to where we should be for our budget.

Personnel-Nothing to report

Property Committee-Sticha and John Sengle worked through RFP issues and mailed to 8 different masonry people. Painting RFP mailed to 9-10 painters. Sticha returning calls and gave some showings for the projects. Tourism grant deadline extended to 4/30/2020. Chimeny RFP 5/1 and Paint 5/15 deadlines

Planning Committee-no report

Nomination Committee- no report

Fundraising-No report. Sticha updated that Centre Gives is quickly approaching. She encouraged all trustees to like CCHLM on social media and then like Centre Gives and share with social media friends.

**Old Business:**

Finance Report/Investment report-Profit and Loss discussion-Sticha updated the trustees about a few adjustment to P&L. Just finished with invoices in 2020 for projects in 2019 will take auditor's

suggestions, moving all building expenditures into Capital improvements also building maintenance. March P&L as amended revised Thompson motioned to approve. Kurtz seconded.

Director's/Operations Report-some settling in norms now in April. Virtual meeting with State Library reps. We are still going to follow state organization-closed until further notice. Working on with staff, phased in approach. Cancelled all in house group public programming. Hard reality for staff. Bookpoints, open source reading challenge program. \$1000 to have them host it. Centre Gives is upcoming. Hombosky created a post card for our mailing. Sticha sat through Centre Gives webinar. Encouraged Trustees to like FB page and Centre Gives page and then share it. Had our United Way site meeting-virtual. Went well.

Federation Report-Not charging fines on returns for two weeks after open is allowed.

**New Business:**

New Business-

Plans for reopening-Phasing in via Gov Wolfe. She would do something similar-come up with structure and plan. Spend a little money on disinfectant and cleaning supplies. Plexi glass shields for circulation areas. Removing all the toys, reducing seating and moving computers to adhere to CDC guidelines. Maybe curbside delivery. Maybe only allow 10 people in at a time. Going to put together a strategy.

Legislative emails-nothing to add outside of director's report

Old Business-National Volunteer Week. No Potluck Lunch. Handwritten thank you notes. Sticha will send to CH Association

**Executive Session:** Ingleby motioned to enter Executive Session. Miller seconded.

**Comments for the Good of the Order and Adjournment:**

No comments. Gray made a motion to adjourn. Inglesby seconded. Motion carried.