

Minutes of Sparta Library Board of Trustees

April 14, 2021

The meeting of the Sparta Library Board of Trustees was called to order at 4:30 p.m. by President Mark Beardmore. Those in attendance included Sally Bertellotti, Mary Coe, Mark Beardmore, Amy DelCoro, Doreen Skok (via phone), Council Representative Dave Smith and David Costa, Library Director.

Approval of Minutes:

On motion by Amy DelCoro, seconded by Sally Bertellotti and unanimously carried, the minutes of March 10, 2021 were approved as presented.

Financial Report:

Dave Costa stated that the packet given to the Board included bills and the final closeout of 2020. He stated that he has been very conservative with regard to staffing and purchasing. He stated further that the Township hasn't billed the Library for a couple of items. Dave indicated that some projects currently being worked on would be expensive.

Director's Report:

Dave Costa stated that the Township Manager, Bill Close, had recently retired and Police Chief Neil Spidaletto was taking over as Acting Manager. Dave stated that he would be scheduling a meeting with him soon to discuss library issues.

Dave spoke about Covid related items and procedures. He stated that he was seeing an uptick in patrons coming to the library and they were encouraged by the number of services that are provided. Dave stated that he was going to give the Board a three year trend on circulation figures instead of two. He stated that the staff morale was good in dealing with the Covid situation. Dave also indicated that the children's circulation has been high.

Public Portion:

No member of the public was present and this portion of the meeting was closed.

Unfinished Business:

Dave Costa spoke about upcoming projects and stated that he is speaking with Jim Zepp, DPW Director, for his input. Dave gave the following list of projects being considered:

1. Re-carpeting in the Library
2. Replacement of the fire panel
3. Changing to LED lighting

4. Replacing gutter coils that were lost during the winter storms
5. Remodeling elevator room to provide more space. DPW will be doing the work.
6. Fence and garbage cans will be cleaned up

Dave stated that a group called Podcast had given out guidelines as far as handling library closings and re-openings. He stated that he had met with the State library panel as far as serving only people who were vaccinated and the panel was against that idea.

Dave stated that some libraries were still closed and only doing curbside pickups and some were only open by appointment.

Dave spoke about being in the process of getting new museum passes as some are starting to reopen.

Dave also indicated that he is focusing on getting the new webpage up and running.

New Business:

Dave Costa stated that he will be doing evaluations of the staff so that everyone was on the same page. He stated that he would be starting the evaluations within the next couple of weeks.

Adjournment:

On motion by Sally Bertellotti, seconded by Mary Coe and unanimously carried, the meeting was adjourned at 4:59 p.m.

Respectfully submitted,

Mary Coe