

Minutes of Sparta Library Board of Trustees

May 12, 2021

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

Approval of Minutes:

On motion by Amy DelCoro, seconded by Doreen Skok and unanimously carried, the minutes of April 14, 2021 were approved as presented.

Financial Report:

Dave Costa stated that there was no need to move money around and the Library was doing well and was financially solid.

Director's Report:

Dave Costa stated that Meaghan Darling had been promoted to the civil service title of Librarian 2.

Dave stated that the Library was focusing on the availability of museums for its museum pass program. He stated that new software was needed in order to process the passes.

Dave stated also that the Library was in good stead and that circulation had been increasing as well. He stated that the Library was beginning to transition to a more open environment but six foot spacing was still required. Dave indicated also that the Library was planning to offer outdoor programming during the summer months.

Public Portion:

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

Unfinished Business:

Dave Costa gave an update on the upcoming projects for the Library. He indicated that as part of the Clean Energy Program the ballasts would be removed, the sixth furnace would be replaced, and 100 LED bulbs would be installed throughout the building. He stated that the cost for the project was \$6,339.17. Dave stated also that he needed to have a document signed by the Township.

On motion by Mary Coe, seconded by Amy DelCoro and unanimously carried, permission was granted to go forward with the project.

Dave spoke about the carpeting project that was slated to begin throughout the building. He stated that it was under state contract and the total cost of the project was \$77,632.13. Dave indicated that the current carpeting was approximately eighteen years old and needed to be replaced.

New Business:

Dave Costa stated that staff evaluations were going well and he was also evaluating Covid related and spacing issues.

Dave also indicated that he was looking to fill a vacant full time position.

The Library Board members indicated that they would talk about setting up a subcommittee for the evaluation of Dave at the next meeting.

Amy DelCoro asked about the Library summer reading program. Dave indicated that it would be mostly virtual and held outside. He stated that the program was not yet fully formed and would ask Meaghan Darling to attend the next meeting in order to give an update.

Adjournment:

On motion by Amy DelCoro, seconded by Mary Coe and unanimously carried, the meeting was adjourned at 4:50 p.m.

Respectfully submitted,

Mary Coe