

South Jefferson Public Library
49 Church Street
Summit Point, WV 25446

The Board of Directors of the South Jefferson Public Library met on Tuesday, June 11, 2019 at 5:30 PM with Cathie Burke, Edmond Uzan, Geoff Koch, and Nick DiGennaro, Library Board Members, and Dana Jenkins, Library Director in attendance.

Minutes:

- May 2019 minutes were approved with corrections.

Treasurer's Report:

- The treasurer's report for May 2019 was reviewed.
- Remaining invoices from May were approved.
- Invoices from June were approved.
- Under no objections, the treasurer's report was approved.

Director's Report:

- The Circulation and Statistical reports through May was reviewed.
- The monthly report from Martinsburg for May was reviewed.
- The Library Budget Spreadsheet for May was reviewed.

Unfinished Business:

- Expansion Update
 - We are going to ask Jim to expand his plans out to the end of the parking lot with a floor plan.
 - We are going to ask Lyn to provide a site plan and a colored drawing.
 - For both, we are going to ask who will provide additional services (plumbing, engineering, etc.).
- No new activity with bees in crawl space.
- Patron agreed to look over old books.
- Nick will continue installing lighting.

New Business:

- Employee longevity pay discussion for budget & approval.
 - This will be reviewed annually based on the money available in the budget.
 - This will be a separate line item on the budget.
 - \$60 for each year of service after at least 3 years of service was approved.
- FY 19-20 Budget final changes & approval
 - Incentive line item was added to coincide with longevity pay.
 - Revised budget was approved.
- End of year spending
 - Tree maintenance
 - Extra shelves
 - Snow removal bill
 - E-books
- Parking problem in front of building

- People are parking for long periods of time in front of the building.
 - We will assess the possibility of having “drop off” parking as a part of new construction.
- Line’s return dates
 - End of June/beginning of July.
- Summer reading plans
 - Mobile gem mine
 - Ice cream truck on July 11 at 2pm
 - Kids will receive tickets for ice cream. Other patrons that want ice cream will be able to pay for it.
 - Mobile activity van on July 15
- Geoff will ask Tina about getting access to the data of SJPL usage and patron information.

Respectfully submitted,

Geoff Koch
Board Member