

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

The Board of Directors of the South Jefferson Public Library met on Tuesday, August 11, 2020 at 5:30 PM with Cathie Burke, Lin Overly, Geoff Koch, and Susan Cardella (Library Board Members), and Dana Jenkins (Library Director) in attendance.

Minutes:

- June 2020 minutes were approved.

Public Comments:

- No public comments.

Treasurer's Report:

- Balances for June 2020 were reviewed.
- The treasurer's report for June 2020, July 2020, and through August 10, 2020 was reviewed.
- Under no objections, the treasurer's report was approved.

Director's Report:

- The Circulation and Statistical reports through June and July 2020 were reviewed.
- The monthly reports from Martinsburg for June and July 2020 were reviewed.
- The Library Budget Spreadsheet for June and July 2020 was reviewed.

Unfinished Business:

- Expansion Update, if any
 - Lyn Welsch presented her plans for the expansion and left copies of the plans. The plans will be shared with staff. Copies will also be emailed to the board.
 - We will also decide on flooring and other design aspects of the expansion.

New Business:

- School Levy
 - The School Excess Levy will be up to vote in the general election this Fall. The library will be impacted if it does not pass.
 - The library will display facts about the levy for patrons to read.
 - The library will make bookmarks and fact sheets.
- FY Audit
 - Audit has started for the 19-20 fiscal year.
- Reopening Plans
 - There are no guidelines specifically for libraries in the state of WV.
 - Shepherdstown is waiting until after schools open to see the impact of that.
 - Harpers Ferry will not be opening yet.
- Virtual Summer Reading Final Numbers
 - The program was successful, considering it was the first virtual summer reading program done at SJPL.
- Chairs in Meeting Room
 - The old chairs in the meeting room will potentially be sold.
- Wreath Fundraiser
 - We are going to do a virtual fundraiser for wreaths made by a patron.

Respectfully submitted,

Geoff Koch
Board Member