

Community Library of Castle Shannon
Board of Trustees Meeting Minutes
September 1, 2022

Meeting: Donna Phillips presided and called the regular meeting of the Board of Trustees to order at 7:00 PM.

Opening: The meeting opened with a prayer and the Pledge of Allegiance.

Roll Call: The following members were in attendance: Donece Janiak, Marian Randazzo, Jennifer Shushnar, Diane Fabry, Donna Phillips, Laura Heckmann and Heather Myrah (Library Director).

Meeting Minutes: The minutes of the July 7 special board of trustee meeting was presented. Jennifer Shushnar motioned to approve the minutes. Marian Randazzo seconded; all in favor, motion carried.

Library Finance Report: The Library Finance Report as of August was reviewed. Jennifer Shushnar motioned to approved. Marian Randazzo seconded; all in favor, motion carried.

Library Director's Report: Heather Myrah presented her August 2022 update report for the board. It was reviewed and approved. Jennifer Shushnar motioned to approved. Laura Heckmann seconded; all in favor, motion carried.

Children's and Youth Services Report – Summer programs summary was reviewed.

Old Business: None.

New Business:

- **PRIORITY:** The library website has been designated by four major security vendors as hosting malicious and phishing content that includes educational materials, media sharing and blogs. This has been brought to the attention of the Library Director who has been given the task of finding the origin of this problem by November 1, 2022 and confirming the library website and all of the attached information is safe and not affecting patrons who access the website and affiliated links and attachments. This cyber threats also includes social media communications sent by the library to (patron) personal email address
- Katie Stringent, CS Borough Manager: presentation regarding library improvements, purchasing signage
- Little Free Pantry updates – Heather has made numerous attempts to reach Janell Filson regarding the update on the Girl Scouts completing the Little Free Pantry. She will send a letter on Tuesday, September 6 asking her to respond within 30 days or the project will be moved on to someone else to be completed.
- Library Director community survey results (based on feedback from 200 surveys completed and submitted by library patrons and the community). The PowerPoint presentation will be sent to the board of trustee via email.

Correspondence: None.

Adjournment: 9:00.

Respectfully submitted,

Diane Fabry
Board Secretary