

Community Library of Castle Shannon
Board of Trustees Meeting Minutes
February 2, 2023

Meeting: Donna Phillips presided and called the regular meeting of the Board of Trustees to order at 7:05 PM

Opening: The meeting opened with the Pledge of Allegiance.

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

Meeting Minutes: The minutes from the January 2023 Board of Trustees meeting were presented. Marian Randazzo motioned to approve. Laura Heckmann seconded; all in favor, motion carried.

Library Finance Report: The Library Finance Report for January 2023 was reviewed. Diane Fabry motioned to approve. Jennifer Shushnar seconded; all in favor, motion carried.

Library Director's Report: Ms. Myrah presented her January update report for the Board.

Children's and Youth Services Report: January 2023 summary of services attended. The Summer Reading Program is in being planned.

Old Business: None.

New Business:

- Review 2023 Library closure dates to reduce the number of days that the Library services are not available for Patrons
 - The dates were reviewed but voting for approval will be delayed until Marian Randazzo reviews the dates with the Borough Council
- Proposal for Castle Shannon Library to become a Fine-Free Library (including removing existing fines from patron accounts connected to our Library).
 - Fines over four years will be expunged.
- Library security cameras
 - Library security cameras were discussed. Several cameras are placed both inside and outside of the premises.
- Review first draft of the Diversity/Inclusion Policy for the Castle Shannon Library
 - Mary Craig developed a draft of this policy. Marian Randazzo is sharing it with the Castle Shannon Borough Solicitor so he can review and approve the policy from a legal perspective.

Adjournment: At 8:55 PM, Marian Randazzo motioned to adjourn the meeting. Jennifer Shushnar seconded; all in favor, motion carried.

Respectfully submitted,

Diane Fabry, Board Secretary