

Minutes of  
Meeting: Library Board Special Sub-Committee  
Thursday, September 24, 2020 3:30 p.m  
12808 W. Hampton Avenue

Minutes not formally approved until next Library Board Sub-Committee Meeting;  
corrected October 8

Meeting was called to order by Georgeane Sczcygielski at 3:30 pm

**Present:** Georgeane Sczcygielski, Charlene Benjamin, Jodi Kessel Szpiszar;  
Library Director, Melissa Paap-Young, Youth Librarian

**Absent:** Amy Haynes-Coe

1. **Persons Desiring to be Heard** – Charlene reiterated the project’s purpose, referencing the School Communications Outreach Project Statement.
  
2. **Old Business: Update for school outreach project (Strategic Goal #5)**
  - a. Jodi contacted Emmanuel Lutheran via phone ~~and sent an email~~. No response yet.
  - b. Georgeane contacted St. Agnes principal and encouraged the staff to acquire cards. To help the process along, she can check the teacher’s photo IDs, and collect their applications. Library staff can then issue cards and code them as “teacher” cards. Jodi shared an informational flyer for Georgeane to give to the school.
  - c. Charlene urged that we contact Hamilton schools soon, to ensure Butler-based students are getting information about the resources that the library can supply to help them with their studies (especially those attending virtual school). Charlene has already contacted Sue Moll at the District office. Sue agreed that we can contact the High School Librarian and the Curriculum Director directly and provided email addresses. Charlene will share this contact information.
  - d. Questions to ask the schools: Are there materials or other items that the library can purchase to help the schools and students?
  
3. **Schedule Next Meeting** – next meeting will be Thursday, October 8, 2020 @3:30 pm.

**4. Adjourned at 4:08pm**

Submitted by: Charlene M Benjamin