

## Exeter Library Association Board Meeting

January 13, 2020

Board members in attendance: Brett Diamond, D. Michael Bennethum, Todd Dierksheide, Liz Stavenski-Bell, Denise Darrah, Jacki York, Heather Saboori, Deb Franklin

Others: Mallory Hoffman, Charlene Zawaski

- I. Meeting Called to Order by Heather Saboori at 6:45 after the reception to honor Mr. Carroll Arnold.
- II. Approval of Minutes

Motion by Liz, Second by Deb to approve the minutes. Passed

- III. Library Director's Report

Written report sent out

\$21, 265 raised in the yearly mailing fundraiser

Mascaro is giving us \$25,000 to replace the children's room carpet.

Heather signed for the Keystone Grant for heating and cooling of the building.

Panera fundraiser is Feb. 28th

- IV. Friends' Report

Made \$2230.50 at holiday sale

Charlene provided us with a chart of the fundraisers that they had this year and how much was donated to the library.

Just gave money to purchase the passes to the Reading Museum, Elmwood Zoo and for circulation for the adult reading program

Chick Fil'A fundraiser is in April

Book sale is 17<sup>th</sup> and 18<sup>th</sup> of April

- V. Treasurer's Report

Written report sent to the board members. Accepted

May have to re-evaluate money that was donated to the general fund. A discussion of changes that may need to be made to the budget and expenses was held. We have under-budgeted in previous years and need to adjust by budgeting to the actual expenses. It was also suggested that Mallory be more aware of the different monetary accounts of the library.

VI. Presentation of the Bills

Motion by Todd, Second by Liz to pay the bills Passed

VII. County System Update

No meeting. Liz Stavenski-Bell will be the back-up

VIII. Committee Reports

A. Advocacy Heather will take charge of this temporarily, but will not always be available for Exeter Township meeting

B. Fund-Raising

Meeting on Saturday to discuss for an employee for fundraising.

Reading Phillies is asking if we want to do the fundraiser again. Looking for an easier way to do the money for it.

Red Robin fundraiser is being scheduled

Should be getting a check from Five Below

Also Chick Fil'A fundraiser in the future

Also checking with Liberty TapRoom

C. Policy no report

D. Personnel Also involved in looking for a person to help with fundraiser. Also working on an evaluation plan. Will meet soon

E. Property

Warren was here to fix the popcorn makers. Also Berks Security was here to fix the locks on the front and side doors

- F. Finance Meeting In March
- G. Technology Jeff Franklin will chair. No report yet
- H. Special Events
- IX. Search Considering nominees for possible future board members
- X. Strategic Plan Update

Coming soon. May want to look at it again to reassess priorities

Goal of presenting a draft at the March meeting

- XI. Unfinished Business none
- XII. New Business

Motion by Todd to borrow \$20,000 from the donation that was given to us this summer and move it to the operating account. Second by Deb. Passed

Need to change the bank signers at First National Bank.

Motion by Todd Dierksheide, Second by Deb Franklin Passed

Resolved that the new signers at First National Bank will be: President: Heather Saboori; Vice President; Brett Diamond and Treasurer: Todd Dierksheide, and Library Director Mallory Hoffman

On April 13<sup>th</sup> Stepanie Williams, Reading Public Library Consultant, will be coming to our meeting.

- XIII. Board Member Comment
- XIV. Public Comment
- XV. Next Meeting: Monday, February 10, 2020 at 6:30 pm
- XVI. Adjournment Motion by Todd, Second by Denise to adjourn at 7:45.