

**Exeter Library Association Board Meeting  
January 17, 2019**

Members present: Heather Saboori, Liz Stavenski, Warren Lubenow, Denise Darrah, Christy Haller, Jacki York, Deb Franklin, Todd Dierkensheide  
Jason Mell is absent.

Others present: Mallory Hoffman, Charlene Zawaski, Darlene Mest. Linda Strain

- I. Meeting Called to Order by Heather Saboori at 6:30
- II. 2019-2020 Organization of the Board
  - A. Nominations and Elections  
Motion by Warren Lubenow to maintain the current slate of officers. Second by Todd Dierkensheide Passed  
President, Heather Saboori  
Vice-President Deb Franklin  
Secretary Denise Darrah  
Treasurer Jacki York
  - B. Committee Chairs:  
Advocacy: Jason Mell, chair: Courtney Bowman (community member) and Christy Haller  
Fund-Raising: Todd Dierkensheide, chair: Courtney Bowman (community member), Linda Strain (community member), Denise Darrah, Mallory Hoffman, Charlene Zawaski.  
Personnel: Deb Franklin, chair: Liz Stavenski, Jacki York  
Policy: Deb Franklin, chair: Liz Stavenski, Christy Haller  
Property: Warren Lubenow, chair: Matt Smith (community member) Darlene Mest  
Finance: Todd Dierkensheide, chair: Jacki York, Warren Lubenow  
Technology: Jason Mell, chair: Todd Dierkshiede, Denise Darrah, Jeff Franklin (community member)  
Special Events: Jason Mell, chair: Denise Darrah, Liz Stavenski,  
Search: Deb Franklin, chair: Heather Saboori, Denise Darrah
- III. Approval of December 20, 2018 Minutes  
Motion by Jacki York, Second by Liz Stavenski Passed
- IV. Library Director's Report  
We have collected \$23,000+ so far from the community mailing  
Having a drag queen story time on Feb. 9. Getting some feedback from the community. Other libraries have held these events.
- V. Friends' Report  
April is the book sale. Sending out  
Looking for a board member and committee members.

- VI. Treasurer's Report  
Written report was sent to board members by Jacki York and discussed at the meeting.
- VII. Presentation of the Bills  
Motion to pay the bills by Warren Lubenow, Second by Deb Franklin
- VIII. County System Update  
Warren Lubenow attended the meeting.  
Awards ceremony is Feb. 20 at 6:30  
Reelected their slate of officers  
Outreach coordinator resigned  
Doing a "Why do you love your library" on Social Media  
Passed the strategic plan  
Trying to get the libraries available to training on the new voting machines.  
The main library in Reading is converting the first floor to meeting space.  
Denise Darrah will continue to represent our board at the county meeting.
- IX. Committee Reports
- A. Advocacy No report
  - B. Fund-Raising  
Linda Strain was here to discuss future projects  
Feb 5, 2019 6:30 fundraising committee meeting  
Discussed quarter auction. Have to get donations to auction. Also invite vendors to come and display their wares.  
Also discussed other ways to make money. Wyomissing gets corporate sponsors  
We need to promote Amazon Smile  
Linda had other suggestions for things that we could do.  
Have to synchronize with the friends concerning corporate sponsors  
Planning coming along with the .5 K
  - C. Personnel  
Deb Franklin gave the report  
Monday the new employee handbook was rolled out  
Gave the staff a gift basket to thank them for their service last year  
Still working on setting up Mallory's performance evaluation/management  
Hope to work on a management evaluation for the employees
  - D. Policy No report
  - E. Property  
Question about switching the wall that needs to be cleaned off to vinyl  
Bids were received for the lighting in the children's library  
Boone \$1198 to fix what is there currently  
\$2310 To replace with the LED  
Weidner \$2235 to get LED  
Sustainable lighting \$2450 to get LED

Jacki York suggested that the whole committee should look at the proposals. Darlene will scan them and send them to the property committee. Her preference is to get Boone to finish the rest of the building since he did the adult library. We also asked Darlene to talk to the township to let them know that it is not repaired yet and bring it back to the committee.

F. Finance No report

G. Technology No report

H. Special Events

Concern about background checks.

Also suggested that we have volunteer application and emergency application. Deb Franklin will take care of setting this up.

I. Search No report

X. Strategic Plan

Meeting on March 7 at 6:30 to work on strategic planning.

XI. Unfinished Business

A. Escape room

XII. New Business

Mallory wants to close the library at 12:30 on March 15<sup>th</sup> for a library training session that is being held at the Wyomissing library. It is on dealing with the public.

They have had active shooting training about 2 years ago. Exeter police have also been out for some general safety training. Should possibly bring him again since there are new employees.

Darlene has also been talking to banks and customers using credit cards and the fees that are charged. Mallory was told to put it into a policy and post it for the customers. We will be going to a flat fee of \$39 a month from First National Bank.

XIII. Board Member Comment

XIV. Public Comment

XV. Next Meeting: February 21, 2019 at 6:30 pm

XVI. Adjournment Motion by Denise Darrah Second by Warren Lubenow at 8:06.