

Exeter Library Association Board Meeting

October 14, 2019

Present: Warren Lubenow, Liz Stavenski-Bell; Todd Dierkensheide; Jacki York; Deb Franklin ; Heather Saboori; Denise Darrah

- I. Meeting Called to Order by Heather Saboori at 6:30
- II. Approval of Minutes Liz moved; Warren seconded; passed
- III. Library Director's Report

Mallory Hoffman is attending a conference. We received the gold star. Suggested the board sponsored a celebration for the staff and the work they have done to get the gold star. Deb Franklin will email Christy Haller about a banner. Liz Stavenski-Bell will take the lead to organize the celebration. Heather Saboori will send the report.

- IV. Friends' Report

No report

- V. Treasurer's Report

Discussion on current net income gap. Need to review staff raises. Treasure's report accepted.

- VI. Presentation of the Bills Motion to pay the bills by Warren, seconded by Deb.

- VII. County System Update Next meeting is Nov. 20

- VIII. Committee Reports

- A. Advocacy

No report

- B. Fund-Raising

Todd is working on fundraisers: Chick Fil A; Knoebels Focusing on small events rather than large fundraising programs

- C. Personnel

No report

D. Property

No report

E. Finance

Met Sept. 17. Discussed getting check images. Jacki York did talk to the bank and it will be sent with the statements. Will be folding in an EFT process concerning credit card bills, utilities, and payroll. Checking into the signature cards at the banks. The banks need board minutes that state we have changed the board officers. Jacki York is making a motion is that Heather Saboori, Mallory Hoffman and Jacki York be the signers for both BBT and F&B banks. Seconded by Deb Franklin.

New bookkeeper is Penny O'Donnell at a rate of \$30 per hour. She is going to work about 4 hours the first week and 2 or 3 after that. Copy of the bookkeepers contract was sent to the board members to be reviewed prior to having Penny sign it. Some suggestions for changes to the contract were made by the board. Deb approved the contract, seconded by Liz . Approved Penny also has until Oct.31 to provide us bonding or liability certificate.

F. Technology

Setting a meeting for Nov. 13

G. Special Events

We are going to have a celebration for the staff for achieving gold status in PA Library.

H. Search

Need to look for a new treasurer. Perhaps we need to advertise for the position on facebook. Jacki will talk to Mallory about getting it posted.

IX. Strategic Plan Update

Mallory will get back to us.

- X. Unfinished Business
- XI. New Business
 - a. Update the New Signers for FNB Discussed under finance committee report.
 - b. Warren has informed us that Reverend D Michael Bennethum (DBENNETHUM@aol.com) will be taking over the representation for St. Lawrence effective January, 2020. Warren will still be on the property committee.
 - c. Discussion about the mural that Laura Carson wants to do in the Children's program room.
- XII. Board Member Comment
- XIII. Public Comment
- XIV. Next Meeting: Monday, November 11, 2019 at 6:30.
- XV. Adjournment Motion by Todd seconded by Deb to adjourn at 7:24 pm