

Exeter Library Association Board Meeting

November 11, 2019

Board members in attendance: Brett Diamond, Warren Lubenow, Todd Dierkensheide, Liz Stavenski-Bell, Deb Franklin, Heather Saboori, Denise Darrah

Others: Mallory Hoffman, Charlene Zawaski, Darlene Mest

- I. Meeting Called to Order by Heather Saboori at 6:30.
- II. Approval of Minutes Motion by Deb, Second by Warren to approve the minutes.
- III. Library Director's Report

Friends approved the money for the Nonprofit Management Certificate through the Berks County Community Foundation

Literatour is Dec. 2, 7 PM. Tiffany Schlain

Made \$122 on the Giant bags.

Deb informed us that we can apply for Giant grant money on their website.

- IV. Friends' Report

Charlene's report: Profits from their latest events

Accessory sale \$1258

Dairy Queen \$200

Bake sale \$468.75

Bazaar \$1416

Book sale \$2518.35

Next event is Dec. 7 and 8 Wreaths, cookies and crafts

- V. Treasurer's Report Accepted as presented

Written report sent to the board members

- VI. Presentation of the Bills

Motion by Todd, Second by Liz to pay the bills

VII. County System Update

Next meeting is Nov. 20

VIII. Committee Reports

A. Advocacy

Township meeting that Mallory attended went very well.

B. Fund-Raising

Doing Chick Fil A later since Charlene is doing one for the Friends

Trying to get 5 Below for Black Friday

Looking at Bag Bingo. Mallory will organize it. (March or April)

Only cleared expenses on the Phillies game

Next meeting on Dec 4 at 6:30 at the library.

C. Personnel Committee meeting tonight

D. Property

Dealt with some plumbing issues.

Putting a new ground fault switch

Did not get the grant for carpeting in the Children's library. Mallory is talking to Mascaro because they had volunteered to help with that.

E. Finance

Next meeting is Nov. 26th.

Mallory and Todd did forecasting today. Found some issues in quick books that they took care of. Going to work with fitting the 2020 budget into the quick books

F. Technology

Meeting on Wednesday

G. Special Events

The celebration for the PA awards was very well received. Putting special events back under the fundraising committee in the new year.

H. Search

Jacki is staying on as treasurer.

Non board members on fundraising, property, advocacy, special events and technology.

IX. Strategic Plan Update

Mallory wants to meet with the staff to finish everything. She would like to put a survey out to the township as part of the plan.

X. Unfinished Business

a. New Signers for FNB Jacki is working on this and will let the people know when to go in.

b. Bequest: We received a check for \$50,000 from the estate of Carroll S. Arnold. We are working on putting a plaque in the DVD section to honor Mr. Arnold.

XI. New Business

a. Johnson Controls Contract

Warren thought that the Johnson contract was a little high. Discussing new contract with Alarm Tech. He was quoted a \$500 to \$600 range for an inspection. We will be getting a bid from them soon to do monitoring, taking care of the sprinkler system, giving Mallory an app so that she can turn off the security system from her phone, and inspection. The control panel is Johnson Control. Need to check to make sure we don't have a long term contract with Johnson Control.

Motion to table the signing of the contract by Warren, second by Deb. Passed.

XII. Board Member Comment

Moved to executive session at 7:10 to discuss employee benefits. Came out of executive session at 7:21.

XIII. Public Comment

XIV. Next Meeting: Monday, December 9, 2019 at 6:30pm

XV. Adjournment Motion by Warren, Second by Denise to adjourn at 7:25.