

Board of Directors Meeting Notes

Date	November 8, 2023
Participants	Stephanie Schreiber, Alia Emery, Marissa Loeb, Sharon Wilson, Jay Melvin, Melissa Krishock, Chris Thomas, Keith Martin, Stephanie Jacobs, Dan Gassert (arrived late) Absent: none Guest: none
Agenda Items:	Call to order 7:01 pm
Opening Motions	Jay motioned to accept minutes from the Oct. 2023 meeting; Keith 2nd; The vote passed unanimously.
Trustee Reports:	Chris- Lori Lowery no longer available as a board member for this coming year
Treasurer's Report	<p>Budget Committee met to discuss the proposed budget: projections include an excess of \$12,876 for a variety of reasons. Currently \$5,000 under in payroll. Allocations are not finished in the state budget, so the amount coming is unknown. Looking at salary changes, Hoopla remains the same, 12% of budget must be spent on materials, added some for principle on loan</p> <p>Payroll-trying to match current local industry standard, \$88,618 for salaries - a \$600 difference from original proposal</p> <p>Board recessed to executive session to discuss proposed salary changes.</p> <p>Return to regular session.</p> <p>Programs- \$1800 spent, have \$700 to spend</p> <p>Jay motioned to accept the Oct. 2023 Treasurer's report; 2nd by Steph J.; The vote passed unanimously.</p>
Director's Report	Snack donations going well, still need donations of lollipops.

	<p>Programming- Thanksgiving movie scheduled 11/18 at 2pm with movie themed snacks available.</p> <p>Breakfast with the Grinch-scheduled for Sat., Dec. 2nd, tickets available; help & donation sign-up sent out to Board and Friends; need help with making breakfast and assisting with activities/games for the kids.</p> <p>Staff library t-shirts - designs presented.</p> <p>Genealogy- planning next event in early 2024.</p> <p>Fund Drive-letter was sent out, already getting returns, email thank yous, mail letter to those without email.</p> <p>Printer/word processor in the basement- still looking to sell.</p> <p>Leesport Tree Lighting-McKenna will go 12/2 @ 6pm.</p> <p>Friends- shoe donation drive, gift card sale (orders due 11/13).</p> <p>Policy- Strategic Plan 2024-2027 draft for County; Mission & Vision statements.</p> <p>Circulation- numbers for last year were met, Hoopla in good range.</p>
<p>Friends Report</p>	<p>Sandwich sale this past weekend; shoe donation drive: Got Sneakers-sneakers included & non-metal cleats; gift card sale (orders due 11/13); Friends of the Library Week-Dan baked cake and Steph S. attended their last meeting to show support.</p>
<p>County Library System</p>	<p>Next Wednesday, 11/15 meeting; Spark transition training dates released for Jan & Feb, more info to come.</p>

<p>Policy Review Committee</p>	<p>Mission & Vision Statements- next to update; Chris & Kai will review; must be handed into County</p> <p>Strategic Plan-draft presented Steph S. motioned to accept the proposed draft of strategic plan; Jay 2nd; the motion passed unanimously.</p>
<p>Development Committee</p>	<p>Next meeting is Nov 13th.@6:30; discussing genealogy event, Breakfast with the Grinch and Horse Race. Next co-planning meeting for Horse Race Event is Dec. 12th at Central Berks Fire Company.</p>
<p>Buildings & Grounds</p>	<p>No Fall Clean-Up Day was able to be scheduled this year.</p> <p>Safety/cameras-Steph J. spoke with Carl; 2 cameras, trained, installed, materials, monitored by Northern Berks; \$1500; can we find a lower cost for the needed hotspots? 5 devices needed, using our devices would save and be a good opportunity for community collaboration; cost would come from this year's budget.</p> <p>Steph S. motioned to accept the proposal for security camera agreement with Leesport Borough; Melissa 2nd; the motion passed unanimously.</p>
<p>Director Review Committee</p>	<p>Evaluation surveys were disseminated to all Board members and collected. Steph S. and Keith plan to meet with Marissa the week of Nov. 13 to go over her initial evaluation.</p>
<p>Other Business</p>	<p>Budget- Steph J. motioned to accept the proposed budget for 2024; Jay 2nd; the motion passed unanimously.</p> <p>Board recessed to executive session to discuss the 2024 Arm-Chair Horse Race.</p> <p>Returned to regular session.</p>

	Jay motion to adjourn meeting, 2nd by Melissa.; Meeting adjourned at 9:25 pm.
Action Items	<ul style="list-style-type: none">• Breakfast with the Grinch-sign up for donation of supplies & volunteering for the event.• T-shirt design finalization for staff fundraiser.
Next Board Meeting	Next meeting will be on Wednesday, Dec. 13, 2023 at 7:00pm.