

Exeter Library Association Board Meeting

December 14, 2020

6:30 pm via Zoom

Present: Denise Darrah, Christy Resh, Ibrahim Bangura, D. Michael Bennethum, Todd Dierksheide, Liz Stavenski-Bell, Mariel Jordan, Deb Franklin

Others Present: Mallory Hoffman

- I. Meeting Called to Order. At 6:31 PM
- II. Approval of Minutes – November 9, 2020. Motion by Todd Dierksheide, second by Mike Bennethum
- III. Library Director's Report
Circulation down a little bit, but normal for time of year
Over 1000 curbside pickup and highest number of ebooks
Holiday blowup and elf on the shelf outside
Closing down book bundles and self-care boxes until the new year
Some changes in personnel
Letter writing and Charles Adams Christmas Ghost Stories, Dog Biscuit Baking, and Book Club still going on
Received a CARES ACT check from Berks County and will get another CARES check from the state. Can be spent on ebooks.
- IV. Friends' Report
Sent out holiday cards and they are accepting donations.
- V. Treasurer's Report
Todd will send a treasurer's report to us.

VI. Presentation of the Bills. Motion by Denise Darrah, second by Ibrahim Bangura to pay the bills. Approved

VII. County System Update

Membership agreement and automation agreement approved

Mobile Job Lab Policy approved

I will attach those to the minutes when I send them out.

Next meeting Feb. 24, 2021. Other meetings in 2021 are May 19, August 18 and November 17.

VIII. Committee Reports

A. Advocacy No report

B. Fund-Raising. Did a fundraiser with Klingers on Carsonia. Unsure of what was made, check is coming

C. Personnel No report

D. Property Outside lights have been repaired

E. Finance Mallory is checking out some questions on the budget. We did get some increased financing from the township \$200,000.

F. Technology No report

G. Policy. Must review certain policies each year. They have been done.

H. Search. Done

IX. Strategic Plan Update

Mallory attended a zoom meeting in November and received some good information about strategic plan. She will now start working on it in the new year.

X. Unfinished Business

A. PPP Loan. Mallory got an email from FNB saying that she can now apply for forgiveness. Mallory sat through a webinar last week about forgiveness. There was a hint that filling out the form may not be necessary.

B. 2021 Budget Mallory is working on some questions and waiting on approval of the township budget. Getting an increase from township and state, so she needs those final amounts.

C. Reopening Plan Mallory thanked the board for supporting the fact that they chose not to open. Many libraries that did open fully are now having to close. The county is putting stipulations on the delivery of items if there is someone that tested positive. That is affecting our library and the requests that the patrons have for objects from other libraries.

XI. New Business

A. Bequest Loan Repayment. Still looking to get the money that we borrowed (\$20,000). Todd Dierksheide made the motion to return \$20,000 to the bequest amount from the general cash, seconded by Mike Bennethum.

B. Review of Policies. Mallory has reviewed these policies and has decided that no changes are necessary.

1. Clearances and Mandatory Reporting of Child Abuse for Employees and Volunteers
2. Conflict of Interest
3. Document Retention

4. Purchasing
5. Whistleblower

C. Designate BCPL Representative Mallory is going to contact Courtney since she had expressed interest.

- XII. Open Nominations for 2021 Library Association Executive Board. Deb moved to nominate:
- A. President: Todd Dierkesheide
 - B. Vice President. Liz Stavenski-Bell
 - C. Secretary. Mariel Jordan
 - D. Treasurer. Christy Eisenbise

No other nominations were made from the floor.

- XIII. Election for 2021 Library Association Executive Board
Liz asked for a vote. All positions were approved.
- A. President. Todd Dierksheide
 - B. Vice President. Liz Stavenski-Bell
 - C. Secretary. Mariel Jordan
 - D. Treasurer. Christy Eisenbise

XIV. Board Member Comment

Motion by Todd Dierksheide to thank the staff for the work they have done this year. Second by Mike Bennethum. Passed

Noted that Denise Darrah is leaving after tonight's meetings. She was given a certificate. Deb Franklin offers a motion to honor Denise for her 6 years of service to the board

Breaks for executive session at 7:07 PM. Came out of executive session at 7:20 PM. Motion by Todd Dierksheide, second by D.

Michael Bennethum to give \$150 bonus to part time employees, \$300 to full time employees and \$500 to Mallory. Ibrahim suggested that a thank you card accompany the bonuses.

XV. Public Comment. Mallory said Happy Holidays.

XVI. Next Meeting: January 11, 2021 at 6:30 pm

XVII. Adjournment. Motion to adjourn by D. Mike Bennethum, second by Deb Franklin. Approved at 7:27 PM.