

**Exeter Library Association Board Meeting
February 21, 2019**

Members present: Christy Haller, Denise Darrah, Liz Stavenski, Jacki York, Todd Dierkensheide, Deb Franklin, Heather Saboori

Others Present: Mallory Hoffman, Charlene Zawaski, Darlene Mest, Brett Diamond

- I. Meeting Called to Order by Heather Saboori at 6:33 PM
- II. Approval of January 24, 2019 Minutes
Motion by Liz Stavenski, Second by Warren Lubenow Motion passed
- III. Resignation of Board Member – Jason Mell
- IV. Library Director's Report
Mallory added on to the report. We are partnering with Boscov's to start a year round reading incentive program.
The drag queen story time was well attended. We did receive letters from community members about that event, mostly positive and a few negative. It was suggested that we send a thank you to the police for their support during this event.
Landis is taking over our HVAC system. The township will be taking over the bills and will start replacing the system, according to Clarence.
- V. Friends' Report
Friends are sponsoring A. S. King's book launch Mar 27 between 6 and 8 pm/
Having a coffee clatch March 30 from 10 to 11 to try to get volunteers from the Friend's membership list
Book Bonanza will be held at the site of the BonTon July 11 through the 14th.
- VI. Treasurer's Report
Written report
Capital account is 3 years dormant at BB&T and needs some activity.
- VII. Presentation of the Bills
Motion to pay the bills by Deb Franklin, second by Todd Dierkensheide. Motion passed
- VIII. County System Update
Annual system awards meeting has been rescheduled to February 27 at 6:30 at the Berks County Library Administration office.
Next meeting April 17, 2019.
- IX. Committee Reports
 - A. Advocacy
New chair is Christy Haller

B. Fund-Raising

- Fightin Phils Ticket booklets – Library earns \$10 for each \$27 for every 6 ticket booklet. We will get 25 booklets, have a sign up sheet at the desk or people may get them from the website.
We only pay for the ones we selling. Will have to sign a contract for \$425 that is paid by Sept. 1.
- Quarter Auction – Planning for 4/28/19 at Reiffon School
Will need people to help out that day and to set up
We are also looking for home-based businesses. They must donate 2 baskets and have a table for display.
- Tuesday there was a fundraising meeting. Came up with 300 vendors that we are going to contact for donations. People needed to help contact these businesses
- Next meeting is March 5 at 6:30 in the children’s area of the library.

C. Personnel

Has prepared Mallory’s professional evaluation and will meet with her about to get some additional information before finalizing the document.

D. Policy

No report

E. Property

Had 3 bids for lights in the children’s room

Warren recommends that we go with Weidner Sweigart Electric.

Bids were Harold R. Boone and Son \$2310.00

Weidner Sweigart Electric \$2235.83

SELS LLC \$2450.00

Motion by Warren Lubenow, Second by Jacki York to go with Weidner

F. Finance

First meeting will be in March.

They will meet quarterly

G. Technology

Todd Dierkensheide is now the chair for the Technology committee

Will meet in April and will meet quarterly

H. Special Events

Liz Stavenski has agreed to chair the special events committee. She is going to contact Jason to find out what information he had collected.

Dr. Petris is interested in helping us with this. He wants to set it up literacy based.

June 2019 will be the 20th year anniversary of the formation of the Exeter library.

I. Search

We have a candidate to replace Jason Mell. Several of the people we have considered previously are actively involved in committee work for the library.

X. Strategic Plan

Meeting on March 7th from 6:30 – 8:30 to discuss the strategic plan. The copy of the former strategic plan has been distributed.

XI. Old Business

Security clearances Christy printed out the school district's policy and the volunteer application. She recommends we have a policy in place. After the policy is determine. She also had copies of the application that would be sent to the state conviction that will be sent. The volunteers should also be given a copy of the policy when they are given the application.

XII. New Business

No new business

XIII. Board Member Comment

The information on the sign is outdated.

Discussion about getting an electronic sign and putting it on the strategic plan

XIV. Public Comment

None

XV. Executive Session

Went into executive session at 7:38 PM

Came out of executive session at 7:55. Discussed personnel and new board meeting.

Motion to approve Roswick and Company contract by Todd Dierkensheide.

Second by Warren Lubenow.

Back in executive session at 7:57.

Out of executive session at 8:00

We nominate Brett Diamond to fill Jason Mell's spot on the Exeter Township Library board. This recommendation will be sent to the township for approval.

XVI. Next Meeting: March 21, 2019. Strategic Plan will meet on March 7, 2019.

XVII. Adjournment Motion by Denise Darrah, seconded Jacki York.