

Exeter Library Association Board Meeting

March 9, 2020

Members present: Jacki York, Todd Dierkscheide, Liz Stavenski-Bell, Heather Saboori, Denise Darrah, D. Michael Bennethum

Others: Mallory Hoffman, Mandy Miller, Charlene Zawaski

I. Meeting Called to Order at 6:30 by Heather

Introduced Mandy Miller

II. Approval of Minutes Motion by Liz, Second by Jacki. Minutes Approved

III. Library Director's Report

Circulation is up for February. Lego Challenge had 75 people. Need more legos if anyone has some they are willing to part with. 104 people at movie night, "A Beautiful Day in the Neighborhood." Literatour Berks coming to an end. Unwanted is at the end of the month at Albright. \$70.54 made at the Panera fundraiser. Currently selling popcorn and Fightin Phils tickets.

IV. Friends' Report

Charlene gave the Friends' report Book donations doing well. April 17 and 18th is the book sale. Need helpers and bakers. Membership letters are out. Yard sale is in June. The drop-off day for the yard sale is the 5th, sale is on the 6th. Looking for play clothes and dress up gowns or Halloween costumes this year.

V. Treasurer's Report

Written report was sent to us. Todd reviewed the report.

VI. Presentation of the Bills

Motion by Jacki to pay the bills. Second by Liz. Passed.

VII. County System Update

Written report from the last meeting was sent to the members.

VIII. Committee Reports

A. Advocacy

B. Fund-Raising

Meeting was held 2/24/2020 and discussed sponsorships. Would like board members to think of businesses they have relationships with and ask them to sponsor a program. The range runs from \$100 to thousands depending on what program they want to sponsor. Next meeting is March 30

There is a quarter page being done every month which is put in the library to make patrons aware. Chic Fil'A is in June.

C. Personnel

Mallory's annual evaluation is completed and reviewed tonight. The committee met with her 3/9/2020.

D. Property Charlene suggested that we talk to Michelle and discuss what the township responsibilities are for the building, and what our responsibilities are. Mallory said that she did see Clarence and he mentioned that they are relooking at our lease.

E. Finance no report

F. Technology no report Todd is investigating what needs to be done concerning password vaults.

G. Policy – First reading of possible revisions will be looked at in New Business.

H. Search

IX. Strategic Plan Update

Trying to get in touch with Al Weber to help with the strategic plan. Could possibly get a grant from BCCF.

X. Unfinished Business

Nothing

XI. New Business

1. Policy revisions: Library service policy

Policy on internet access

Policy on general use of computers

Inter-library loan policy – changed overdue fines per day to \$1 from \$0.50

Vote on the policy revisions next month

2. Is there a policy on dealing with emergencies? We do have some signs asking people to wash their hands and are offering wipes for the computer. We did get information from the state and ALA has posted information.

XII. Board Member Comment

XIII. Public Comment

Went in to executive session at 7:00 to discuss a board issue and a personnel issue. Out of executive session at 7:20. Results of the executive session: Performance review for Mallory was accepted

XIV. Next Meeting: April 13, 2020 at 6:30 pm. Stephanie Williams will be coming to that meeting.

XV. Adjournment Motion by Todd to adjourn, seconded by Jacki