

Exeter Library Association Board Meeting
December 21, 2017

Present: Shawn Filby, Linda Strain, Darlene Mest, Charlene Zawaski, Jacki York, Mallory Hoffman, Deb Franklin, Heather Saboori, Liz Stavenski-Bell, Warren Lubenow and Denise Darrah. Todd Dierksheide attending as a guest and a potential library board member.

- I. Meeting Called to Order by Shawn Filby at 6:30
- II. Approval of November 16, 2017, meeting minutes
Motion by Heather, Second by Warren Motion passed.

III. Library Director's Report

Mallory sent a letter to the teachers and principals in Exeter reminding them that Tumblebooks is available through the library. May drop the program because use is dropping and it is questionable about the value of it since it is \$3800.

Discussion about Hoopla, a digital streaming program. The cost is \$0.99 to \$1.99 for movies or products, paid by the library, not the patron. There is no platform fee, but the county has thrown money into a bucket that is there for the whole county. (\$50,000 total)

Discussion about the new website and how it is not as accessible as it should be, especially trying to put items on it. Mobile is not user friendly. Also takes a long time to find the information.

The library doors are still being worked on by B&G glass. Things are not The township is exploring the cost of new doors. \$14,000 raised in the fundraiser for the library.

IV. Friend's Report

\$1,172 collected in the book sale. \$512 for cookies. \$2,462 for wreaths. They have a room at the Matthew Brook building in Birdsboro to store the books, so collecting books for next year's sale. \$200 a month. Sending a thank you note from the board and the Friends.

Start collecting books on Monday Jan. 22. Will be collecting books from 2008 and forward. Cookbooks limited further. The books they had, and did not want to save, were distributed to Goodwill and Purple Heart.

The township is giving the library \$10,000 extra in our moneys to cover the loss of income from the Friends' donation.

Most things are out of the barn. Waiting on a person who wanted the shelving.

V. Treasurer's Report

Written report is attached.

Need to be more realistic about what we are spending and the budgeting.

\$165,000 coming from the township

Recommends that we have a finance committee. The new president can create committees.

Todd has some recommendations for raising money and he should take to the finance committee.

Linda asked if there were a lot of outstanding fines due. Billing notices are sent out as needed. There are maybe 25 to 30 people who owe more than \$100. A patron must pay off fines from the previous year to use your library cards in the new year.

Thinking about doing an amnesty day to get books back in the library.

Motion by Deb, second by Warren to approve the treasurer's report and pay bills.

VI. County System Update

No meeting. Next meeting is Jan. 17, 2018

VII. Committee Reports

Advocacy & Fund-Raising

Fundraising report: Linda will help to arrange a Beef and Beer or quarter auction if we are interested. Mallory wants to do a purse bingo. Deb will check for details with a Exeter Cheerleaders because they have one every year.

Personnel

Policy/Property Shawn asked Warren about cleaning the outside of the building. Warren contacted Witmer Waterproofing and the quote was \$1640 for the north end (422 side). Coating and resealing it would be \$7300. Darlene got a quote for \$800/\$900 for cleaning, also. Randy Groff did the front for \$200. Shawn reminded us that we could go to the township since this is something outside of our budget. Linda reminded them that we made need to go to them for our HVAC, also. Shawn asked Mallory to provide the board with a proposal for cleaning the front of the building by February meeting for us to get it cleaned in spring.

There was a meeting about policies prior to this meeting tonight. Mallory will write up the changes that have been discussed.

Shawn asked if all employees have their clearances, since that is supposed to be reported to us every December. Mallory says they all have their clearances.

VIII. Unfinished Business

Election of Exeter Township Library Board of Trustees
Officers for 2018

President: Heather Saboori

VP: Deb Franklin

Secretary: Denise Darrah

Treasurer: Jacki York

All positions were passed unanimously by the board.

Nominations for Trustee Candidates

2 vacancies: Todd Dierkshilde

Liz Stavenski-Bell

Shawn is recommending that someone take this to the Exeter Board of Trustees meeting and speak to these two people.

Linda asked if we it is possible add a position of Past President onto our list of officers. Discussion followed as to whether it was necessary. It was decided that it could be beneficial. Shawn will draft something up as an amendment to the bylaws.

Discussion about changing the bylaws to deleting the requirement of going to the Township board for getting our library board of trustees members approved.

IX. New Business

Big thank you to Linda for her dedication to the library since this is her last meeting.

Motion to approve bonuses for the library employees to be paid out in 2017: \$50 for full time, \$25 for part time Motion by Linda, Second by Jacki. Approved.

Motion to adjourn: Motion by Linda Strain, second by Warren Lubenow. Meeting adjourned at 7:40.

Motion to approve bonuses for the library employees to be paid out in 2017: \$50 for full time, \$25 for part time Motion by Linda, Second by Jacki. Approved.

Motion to adjourn: Motion by Linda Strain, second by Warren Lubenow. Meeting adjourned at 7:40.

X. Next Meeting: January 18, 2018, 6:30 PM Exeter Community Library