

Exeter Library Association Board Meeting
Apr 11, 2022
In Person

- I. Meeting Called to Order at 7:15 p.m.
 - a. Attendance: Liz Stavenski-Bell, Christy Resh, Ibrahim Bangura, Mallory Hoffman, Mike Bennethum, and Theresa Mowad (by Zoom)
- II. Approval of Minutes – Mar 14, 2022
 - a. Motion to accept by Ibrahim Bangura, Second by Christy Resh. Motion adopted.
- III. Library Director’s Report. Mallory highlighted items from her written report, including: Circulation was up during March; the April 9 Sturgis Pretzel Program had to be cancelled due to the illness of the presenter; the Kutztown University Designathon created new logos for the Letter Writing Society.
- IV. Friends’ Report. The indoor yard sale yielded approximate proceeds of \$2,000. The Spring Book and Bake sale will take place on May 13-14.
- V. Treasurer’s Report. Christy reviewed her written report. Total cash available as of March 31 (unaudited) is \$241,613.28. She noted that that \$31.7K Gifts & Donations revenue includes one large bequest.
- VI. Presentation of the Bills
 - a. Motion to pay the bills by Ibrahim Bangura. Second by Liz Stavenski-Bell. Motion adopted.
- VII. County System Update. The next meeting is May 18th.
- VIII. Committee Reports
 - a. Advocacy: Mariel Jordan (Chair). No report.
 - b. Fundraising: Theresa Mowad (Chair). Theresa has met with the Friends. A 5K Run was approved as a potential future fundraiser. Fightin’ Phils tickets can be ordered online. There was no update on the Mini-Golf fundraiser. Theresa will contact Laura for information.
 - c. Personnel: Liz Stavenski-Bell (Chair). Mallory’s 2021 performance review is still in the process of being completed.
 - d. Property: Warren Lubenow (Chair). Bob Zawaski has made himself available as property issues arise. The program room was recently repainted.
 - e. Finance: Christy Resh (Chair). No report.
 - f. Technology: Ibrahim Bangura (Chair). No report.
 - g. Policy: Deb Franklin (Chair). The Collection Development Policy was reviewed and updated. Deb has reviewed and will suggest amendments to the library’s bylaws, perhaps in time for action at the May meeting of the Board.

- h. Search: Deb Franklin (Chair). Mallory will contact Chris Sperat and Brian Ackerman, who have submitted resumes, to invite them to the May meeting.
- IX. Strategic Plan Update
 - a. The Board expressed appreciation to Mallory for her work on the plan. The plan will be reviewed in September, and every six months thereafter.
- X. Unfinished Business
 - a. Mariel created a Board Member Application document, which was received by the Board by a consent vote.
 - b. Friends Membership. The Board discussed the idea of having a representative of the Friends attend the January meeting to share their plans for the year.
- XI. New Business
 - a. Christy reviewed the engagement letters from Long and Barrel, Accountants, regarding the library's Federal and State Tax Exempt Returns and the Audit of Financial Statements. Motion to sign both documents by Ibrahim Bangura. Second by Theresa Mowad. Motion adopted.
 - b. The Board of Trustees Job Description document was reviewed. Motion to accept as presented by Christy Resh. Second by Ibrahim Bangura. Motion adopted. Christy suggested that this be posted on the library's website.
- XII. Board Member Comment. No comment.
- XIII. Public Comment. No comment.
- XIV. Next Meeting, May 9, 2022, will take place in person, beginning at 6:30 p.m.
- XV. Motion to Adjourn by Christy Resh. Second by Theresa Mowad. Meeting adjourned at 8:00 p.m.

- Note's taken by Mike Bennethum