

XExeter Library Association Board Meeting  
August 14, 2023  
6:30 pm – In Person

I. Meeting Called to Order at 6:35 PM

. Attendance: Chris Sperat, Lizabeth Stavenski-Bell, Mike Bennethum, Theresa Mowad, Charlene Zawaski, Ibrahim Bangura, Todd Dierksheide, Nancy Russo

II. Approval of Minutes – June 12, 2023

. Motion to accept June minutes, Theresa Mowad, Second Mariel Jordan. June minutes accepted.

III. Discussion regarding selection of new Executive Director: Theresa Mowad stated the personnel committee and staff met with candidate, and interim director, Lizabeth Stavenski-Bell, to become the new executive director of the library. If approved, Ms. Stavenski-Bell would start Monday, August 21, with a salary of \$60,000 a year with a \$400 month medical insurance stipend. She would receive 4 weeks vacation, and one week personal time for a total of 5 weeks paid time off.

Regarding Liz's position on the board, Mike Bennethum recommends leaving the Vice President's role vacant until January and reorganizing board positions at the December 2023 meeting.

Motion to enter executive session, Theresa Mowad, Second Mike Bennethum. Motion approved.

Entered executive session at 6:51 PM.

Motion to end executive session Ibrahim Bangura, Second Chris Sperat. Motion approved.

Ended executive session at 7:21 PM.

Motion by Ibrahim Bangura: Contingent upon advice from library council, the library board selects Lizabeth Stavenski-Bell as executive director for the Exeter Community Library, Second Mike Bennethum.

Comments: Theresa Mowad will reach out to legal counsel with advice regarding Liz's appointment as Interim Director. The board will meet Friday, at 12:30 PM to hear report from Library legal counsel, Deb Franklin.

Todd Dierksheide requests a roll call for the motion: Mariel Jordan No, Ibrahim Bangura Yes, Mike Bennethum Yes, Chris Sperat Yes, Todd Dierksheide No, Liz Stavenski-Bell abstains. Motion carries 4-2.

IV. Library Director's Report presented by Lizabeth Stavenski-Bell: Judy Schwank is visiting the library on August 15, Yappy Hour is being held on Thursday, August 17.

Motion to enter executive session Mike Bennethum, Second Theresa Mowad. Motion carries.  
Executive session entered at 7:32 PM.

Motion to end executive session Theresa Mowad, Second Chris Sperat. Motion carries.  
Executive Session ended at 7:39 PM

Liz Stavenski-Bell continued Library Director report: The camera system is outdated with only 3 outside cameras. Estimates are being gathered for a new camera system and has reviewed the estimate from Security Systems Company. The staff and board will explore funding options. Todd Dierksheide asked about the cost of maintenance on a new system. Liz is getting an estimate on the doors to get fixed as well as window film to improve library energy costs..

Liz has started looking at the budget for next. Draft funding formula is present in the shared file. She is also looking at procedures for staff roles as well as staff reviews and staff pay.

Liz shared library incidents. The library has been selected as a Target circle charity and she is applying for and exploring grants.

V. Friends' Report: Charlene Zawaski shared the friends report: The Friends gave \$500 for adobe software, \$600 for Pretzel City for 5K, \$317 for white boards, and \$1,000 children's books for 2<sup>nd</sup> graders from the Exeter School District. The Friends Accessory sale is being held in September.

#### VI. Treasurer's Report

- Christy is on vacation.
- Financials are posted on the shared drive.
- Audit is complete; no issues.
- We need permission from the Board to file IRS Form 990 for the library.

Motion to file IRS Form 990 Theresa Mowad, Second Ibrahim Bangura. Motion carries.

#### VII. Presentation of the Bills

. Motion to pay the bills Theresa Mowad, Second Chris Sperat. Motion carries.

VIII. County System Update: Meeting will be held on Wednesday, August 16.

#### IX. Committee Reports

- . Advocacy: Mariel Jordan (Chair): No update
- b. Fundraising: Theresa Mowad (Chair)
  - i. 5K results
    - a. 60 5k runners/walkers and 20 fun run children
    - b. Profit: \$1771.00
    - c. Plan is to hold this fundraiser next year.
  - ii. Future fundraising plans
    - a. Golf Tournament in Sept. 2024

- b. 5k run in May/June 2024
- c. Personnel: Liz Stavenski-Bell (Chair): No update
- d. Property: Lizabeth Stavenski-Bell (Interim Chair): No update
- e. Finance: Christy Resh (Chair): No update
- f. Technology: Ibrahim Bangura (Chair)
  - i. New security cameras discussed earlier under the director's report.
- g. Policy: Mike Bennethum (Chair)
  - i. Discussion of possible collection challenge: Mike reviewed text and provided a summary for the board.
  - ii. Plans to update library policies (See file: ECL Shared Drive/Board Meetings/August 2023 Board Meeting/Table M Bennethum Exeter Community Library Policies and Plans-1) Motion to adopt updated collection development policy and request for evaluation, Ibrahim Bangura, Second Chris Sperat. Motion carries. Website will be updated to reflect updated collection development policy.
- h. Search: Todd Dierksheide (Chair): No update.

X. Strategic Plan Update: Plan for brainstorming about suggestions to the plan.

#### XI. Unfinished Business

- a. Donor reception: Discussion on who the reception would be for and when to hold the reception.

#### XII. New Business

- a. Members of a privately-run book club have generously offered to pay for a project in honor of one of its member who recently passed away. They are proposing to pay for materials for and installation of a walkway leading from the side parking lot to the first set of steps of the outdoor theater. This would facilitate better access to the theater for all users. This would be at no cost to the library. The board members support this decision.

XIII. Training Opportunities: No update

XIV. Board Member Comment: Theresa reviewed previous motion on executive director with library counsel.

Liz Stavenski-Bell resigned her position as board president.

XV. Public Comment: None

XVI. Next Meeting September 11, 2023, 6:30 PM, In Person

XVII. Motion to adjourn Mike Bennethum, Second Ibrahim Bangura. Motion carries. Meeting adjourned at 8:33 PM.