

Exeter Library Association Board Meeting

January 18, 2018

- I. Meeting Called to Order by Heather Saboori at 6:48
Members present were: Warren Lubenow, Todd Dierkshiede, Mallory Hoffman, Heather Saboori, Shawn Filby, Jason Mell, Darlene Mest, Charlene Zawaski, Deb Franklin, and Denise Darrah

- II. Approval of December 21, 2017 Meeting Minutes

Motion by Shawn Filby, Second Warren Lubenow

- III. Library Director's Report

There was a discussion about the heating system (HVAC system) and what can be done about it.

- IV. Friend's Report

Membership letters went out. Will start collecting books in the foyer on Monday. Friends' newsletter went out, also. Limiting the types of books that we will accept for the book sale.

- V. Treasurer's Report

Attached

- VI. County System Update

Did not attend due to the weather.

- VII. Committee Reports: Advocacy/Fund-

Raising/Personnel/Policy/Property/Finance

Personnel Committee: Shawn Filby asks for dates from Mallory Hoffman to do the annual review of Mallory.

Advocacy: Shawn will be going to the Township Board meeting to speak in favor of allowing Todd Dierkshiede and Liz Stavenski-Bell to be our newest board members

Fundraising: Jason Mell asked if there is anything we could start for fundraising. Linda Strain had suggested that we do the beef and beer again.

Todd Dierkshiede suggested for revenue that we could start administering passports. Sales of things that people are interested in could raise some money. Have people come in and set up tables during our open hours and have them donate money to the library. Also discussion about the quarter auction and doing that again.

Finance report: Discussion of Amazon Smile. Set up the library as the group, we get a percentage of the cost. Todd looked at it and both Exeter Library and Friends are already set up. Mallory Hoffman will go in to check on it.

Todd Dierkshiede asked if we have a grant writer, Mallory is our writer. Shawn Filby has also written to foundations about donating money for computers.

VIII. Unfinished Business

-New Signatories to BB&T Bank Account

Board members need to go and sign it. Deb Franklin, Jacki York, Denise Darrah, Heather Saboori, and Charlene Zawaski. Heather Saboori will go in to set things up.

Proposed Amendment to Finance Committee Responsibilities

It is recommended that the Finance Committee meet to review and discuss the following items:

1. Budgets
2. Financial planning for capital projects
3. Audits and auditor selection
4. Additional funding sources

Mallory discussed the budget that she sent. It has revisions suggested by Jacki York. Asking Mallory Hoffman to bring the final budget to the board for action in the February meeting. Motion by Shawn Fibly, Second by Deb Franklin.

Question from Todd Dierkshiede about a document depository. Mallory Hoffman keeps most of the paperwork. Shawn Filby says that as he is approved to the board, he will get the bylaws and other materials.

Jason Mell brought up the idea that we make an Alexa app for the library. It would be able to add the library information so t Alexa could share that information with people who have her.

VI. New Business -Committee Assignments

Committee Assignments:

Personnel: Shawn Filby, Deb Franklin, ch., Heather Saboori, Liz Stavenski-Bell

Advocacy (go to supervisors meeting and other clubs to advocate for the library): Shawn Filby, ch, Denise Darrah, Todd Dierkshiede

Fundraising: Linda Strain, ch., Mallory Hoffman, Charlene Zawaski, Heather Saboori

Policy: Deb Franklin, Heather Saboori, Jason Mell, Liz Stavenski-Bell

Property: Warren Lubenow, ch. Darlene Mest, Jason Mell

Finance: Jacki York ch, Todd Dierkshiede, Warren Lubenow

Tech committee: Jason Mell, Denise Darrah, Todd Dierkshiede, Jeff Franklin ?

Search committee: Shawn Filby

Deb Franklin asked that we post a strip on our computers with information about heroin support. Mallory Hoffman will be hearing more about what the libraries are being asked to do for the heroin "injections".

Motion to adjourn by Shawn Filby, Second by Jason Mell to adjourn at 6:40.

IX. Next Meeting: February 19, 2018, 6:30 PM Exeter Community Library