

Library Association Board Meeting

November 16, 2017

Attendees - Heather Saboori, Jacqueline York, Linda Strain, Warren Lubenow, Jason Mell, Deb Franklin, Charlene Zawaski, Liz Stavenski-Bell, Todd Dierksheide, Mallory Hoffman

Absent – Shawn Filby, Denise Darrah

I. Meeting Called to Order – Jason called the meeting to order at 6:38 PM

Since Todd Dierksheide was a new attendee, everyone went around and introduced themselves. A quorum was established. Todd offered to take minutes, since the Denise was not in attendance.

II. Approval of October 19, 2017, meeting minutes

Jackie made a motion to accept the minutes. Linda seconded. Motion passed.

III. Library Director's Report

Mallory reported that circulation is up again. Warren stated that it looked like the people count might be a little low. Mallory thinks there may be something wrong with the people count.

Laura is starting an Elf on the Shelf program at the library. This will involve an Elf on the Shelf calendar which will lead to a raffle drawing for participants.

Mallory reported that the progress for the fundraising mailing is going well. Mallory expects 4700+ post cards to be mailed out near Thanksgiving. The cards suggest options to give on-line.

The Library will be closing at 5 PM on Wednesday (11/22).

The Website redesign is going well, but Tumblebooks wasn't working for a little while. The new website is much more "phone-friendly".

Starting on Dec. 1, we will have Qello concerts available. This offers video of concerts for artists as diverse as Lady Gaga and The Beatles.

There was a lengthy discussion on Hoopla. It is a great service, but there is currently no way to count Exeter circulation through Hoopla right now.

IV. Friend's Report

Charlene reported the following fundraising results:

October Book Sale - \$3548

Bake Sale - \$575

Bag of Books - \$675

Friends Helping Friends - \$585

Chick-Fil-A Fundraiser - \$310

Bazaar - \$2080

Several storage options for donated books were discussed. Mascaro appears to be willing to offer free space, but that still needs to be finalized. Apollo Pools has offered a space, but it will need to be rented at \$65 per month. Charlene asked Deb if she would be willing to review the Apollo contract to make sure there isn't anything concerning there.

Friends have attempted to sell the shelving, but there have been no takers to date.

We discussed a potential book sale on Dec. 2, but decided not to move forward. Liz stated she may be able to help with the book sale in May. We plan to start accepting book donations again on 1/8/18.

V. Treasurer's Report

Jackie reported that it appears that we are short \$3500 from the Township for 2017. We have not received an approved budget from the Township for 2018 yet.

We expect the postcard fundraiser to raise about \$30,000. This will likely be placed in a holding account for next year.

Todd raised concerns about the apparent Net Income gap for the remainder of 2017. This led to several notes about the current relationship between the Library and the Township:

We need to create a strategic plan. We need to be part of the plan with the Supervisors. It was suggested that we try to create a liaison to the Township Supervisors. We need to be part of the Township Supervisor's solution going forward.

There was some discussion on the Township leveraging the sign out front.

Deb made a motion to accept the Treasurer's report. Warren seconded. Motion passed.

VI. County System Update

Mallory stated she sent an email with the information.

VII. Committee Reports Advocacy & Fund-Raising/Personnel/Policy/Property

We received a quote to remove stains. It needs to be reviewed.

VIII. Unfinished Business

- Update on vacating Dunn Community Center

Charlene had no update.

- Search for Trustee Candidate

Still working to get Liz approved.

- Credit Card Policy

Linda made a motion to adopt the policy. Deb seconded. Motion passed.

- Purchasing Policy

Heather made a motion to adopt the policy. Deb seconded. Motion passed.

IX. New Business

- Nomination for Officers for 2018

Linda nominated Jacqueline York as Treasurer

Warren nominated Denise as Secretary

Jackie nominated Heather Saboori as President

Linda nominated Deb Franklin as Vice President

We discussed asking Shawn to continue in an unofficial role as Past President to support Heather as the new President.

Heather made a motion to adjourn the meeting. Warren seconded. Motion passed. Meeting adjourned at approximately 8:20 PM

X. Next Meeting: December 21, 2017, 6:30 PM Exeter Community Library