

Exeter Library Association Board Meeting  
February 15, 2018

- I. Meeting Called to Order by Vice President Deb Franklin at 6:35  
Present at the meeting were Shawn Filby, Todd Dierksheide, Mallory Hoffman, Charlene Zawaski, Darlene Mest, Jason Mell, Jacki York, Liz S. Deb Franklin,
- II. Approval of January 18, 2018 Minutes  
Minutes approved by Shawn Filby and seconded by Jacki York  
Last month minutes must be amended to reflect the meeting ended at 7:40.
- III. Library Director's Report  
Mallory reported on Naloxone. Reading Library will not approve the administration of this drug in the library even though there were numerous deaths. The Reading Library have been advised by the ambulance association and police that they should not do it due to the reaction of people coming out of the drug. Mallory talked to the Exeter Police Department and they do have naloxone. The Exeter Police recommend that we do have it on site. The Exeter Police will come to a board meeting to answer any questions. Jacki asked what the liability is on the library. It does fall under the Good Samaritan Law. We have asked Mallory to invite Sergeant Behm in to a meeting. Deb suggested that if we want to have this drug available that we should document exactly what we are procedure is going to be.  
Shawn had a question on the talk that Mallory had with Mr. Granger about the HVAC. He did return a call and ask that he meet with Mallory to talk about the budget and the board. They will be meeting on Feb. 21 at 9 AM.  
Keystone Grants will be available for 2018. An upgrade to the HVAC would be acceptable. Todd said that there are grants available from First Energy Foundation Funds. Our property insurance should cover the expenses that we have had on getting the HVAC repairs. Bring this insurance up with Mr. Granger.  
Mascaro has also called and asked if there was anything we needed that we should send them a list. They will give us matching funds for the Summer Reading program  
Deb Franklin suggested we have a list of local businesses that may be willing to donate to the library.
- IV. Friends' Report  
Charlene said that the dates have been set for the fundraiser. Book sale is May the 18<sup>th</sup> and 19<sup>th</sup>. The sale will be held here at the library. Monday donations are slow, but the people bringing books have followed the requests about what to bring.
- V. Treasurer's Report  
Written report has been attached.  
County and Township checks came in the end of January.  
Mallory has been working on the budget.  
Last year was a good year with fundraising.  
Jacki recommended that we approve Mallory's budget that was sent out previously. Shawn proposed that we approve the 2018 budget as recommended by the budget committee. Denise seconded the motion. Passed  
Todd asked if it is possible to have a working budget during the year that we would use to guide our budget process and our income plan for the following year. Since there is a shortfall in the budget, we need to find ways to increase our income. We could put the donations from the Friends on the working budget or as a line item on our regular budget since it is living document. Jacki believed we could with Quicken.  
Motion by Shawn Filby to pay the bills, second by Jacki York.
- VI. County System Update  
Next meeting is April. There is an awards meeting next week.

VII. Unfinished Business

A. Committee Reports:

1. Advocacy Shawn went to the last Exeter board meeting
2. Fund-Raising Mallory is working on the designer bag bingo on April 29. She has looked into the Reiffon School or the Country Club.
3. Personnel Dates for Mallory's evaluation.
4. Policy
5. Property
6. Finance
7. Technology Drexel is having a conference about social themes and helping the community. Jason is going to scope it out. Send out the information about the event. Plan to have a committee meeting before next meeting.
8. Search Shawn has an idea on who to approach.

Todd and Liz had their interviews with Mr. Granger. John Granger would like to work with Mallory on a program budget, how much money is being spent on the program, how many people from the township are involved and what we get from the county. Mr. Granger wanted a list of what projects that we have that could be presented to businesses coming into the district may be asked to contribute. Mallory has already given the list to him.

Deb suggested that we offer the library for a place that the Exeter Board and the Exeter School Board can come and meet with the township residents

Shawn will attend the March Township Supervisors meeting to voice the concern that without the approval of our board members we are having difficulty meeting a quorum. Deb also asked that we ask them to set a timeline.

Discussion about that we are a public library and shouldn't be keeping track of where the patrons are coming from. It would be an undue burden on us, and an invasion of the privacy act.

VIII. New Business

Jacki has talked to Craig Johnson, author of the Longmire series. He is able to come on June 9 in the evening as a speaker. We need to find some businesses to underwrite it or have a gift card tree or donation box. Jacki also suggested that we have a reading of his short stories or show some of the TV show. Shawn also volunteered to help advertise at Chick Fil A Thinking about start advertising in April. There was a discussion about charging for the evening.

Todd also suggested You-tubers, Animal Jam. He will look into if they can come here.

Looking into a new credit card for Mallory since her expires.

Amazon Smile account is set up for our library and the Friends. We get a percentage of what is purchased.

IX. Next Meeting: March 15, 2018

X. Adjourn Motion by Shawn, second by Jason to adjourn at 8:15