

Board of Directors Meeting Notes

Date	September 13, 2023
Participants	Stephanie Schreiber, Alia Emery, Marissa Loeb, Sharon Wilson, Jay Melvin, , Melissa Krishock, Stephanie Jacobs, Chris Thomas, Dan Gassert Absent: none Guest: Keith Martin
Agenda Items:	Call to order 7:01 pm
Opening Motions	Welcome to Keith Martin and thanks for joining us; Jay motioned to accept minutes from the Aug. 2023 meeting; Melissa 2nd; The vote passed unanimously.
Trustee Reports:	Development Meeting on Monday, 9/18 6:30; Dr. Lausch more than willing to meet about a capital campaign later in the month; Jay has graphic artist for T-shirts-no charge
Treasurer's Report	Salary over budget because of Kelly vacation payout; do have reserve; money coming in on schedule; raffle drawing was on 8/25; Sharon and Steph J. to create archive record to have on file for financials; budget meeting coming up, waiting for County funding, should be more this year; Hoopla under budget Jay motioned to accept the Aug. 2023 Treasurer's report; 2nd by Chris; The vote passed unanimously.
Director's Report	Programming- Anne & Marissa doing Children's programs; Anna is heading up a Children's movie Community Days-about \$100, remaining caramel corn for sale by donation Staff- T-shirt sale planning continues, looking to do as pre orders; Bonfire company works w/ nonprofits for no up-front costs & they take 3.5%, direct ordering, currently working w/ Fleetwood library; Steph J. & Linda from Friends suggests chocolate sale

but push to late fall (Oct?); order 50=\$13.37/shirt, sell for \$22, possibly add long sleeves & Jay's graphic designer will help for free; next year is 35th anniversary, perhaps a tie-in w/ T-shirt

Fund Drive- starting to plan, price for postage & printing increased to \$1,000; \$10,300 so far from last year's mailing; how to do it electronically or make it a postcard? Check donations overwhelmingly more popular than electronic donations; develop an email list of patrons and donors? Thank you notes also incur postage, which is an issue; Reduce the area canvased, but it is all in the service area? Other options to look into: Blast Athletics? Donor View?

Breakfast w/ Grinch & Santa- County gave money, purchased costumes, planned for Sat., Dec. 2nd (please mark on your calendars to help!)

Friends- meeting 9/19, Sandwich Sale, Apple Dumpling due 9/18 pre-orders at Community Days, and Book Sale coming up; gift cards form coming next meeting-due in November

Youth Librarian- McKenna Eckert is leading candidate, contingent upon clearances; Marissa is looking at availability and scheduling of programs, preschool visits count towards programming numbers; potential of book box/month; 20-24 hours at \$12.00/hr

Melissa motioned to extend offer of employment to McKenna Eckert for the Youth Librarian position, Steph J. 2nd, motion passed unanimously

Kelly overdue books cleared; she will be providing Teen Services at Fleetwood Library

Closet Cleanout- underway

	<p>Municipal Meetings-went well overall so far; can anyone help with Perry Township meeting to say thank you?</p> <p>Trunk-Or-Treat- invited to participate from Woodlands Academy 10/20, possible w/ baseball team; SVES having one as well</p> <p>Budget- meetings to be set for fall</p> <p>Tables in Community Room - have been fixed</p> <p>BTS Night- went well</p> <p>Circulation- Hoopla higher this month, lower overall</p>
Friends Report	Tues. 9/19 meeting
County Library System	meeting Wed. 8/16, new Co. Administrator -Stephanie Williams; new circulation system coming in Feb/March; training for librarians happening then
Policy Review Committee	Nothing to report this meeting
Development Committee	Meeting on Monday 9/18 6:30pm; Solo raffle did well, discussed another raffle this fall Yeti tailgate package; Chris T. to check with Dick's about donation?
Buildings & Grounds	<p>Safety/cameras- Leesport Borough Rec. still working on getting quotes, etc. in light of recent issues</p> <p>Fall Clean up- list of jobs, find a date?</p>
Director Review Committee	Development of evaluation- in process, committee will meet soon
Other Business	<p>ESL- Steph J. to reach out & set up a meeting</p> <p>Lori Lowery will be invited to next meeting</p>

	Jay motion to adjourn meeting, 2nd by Dan.; Meeting adjourned 8:44 pm
Action Items	<ul style="list-style-type: none">• None
Next Board Meeting	Next meeting will be on Wednesday, Oct. 11, 2023 at 7:00pm.