

Exeter Library Association Board Meeting  
September 21, 2017

Attendance: Shawn Filby, Heather Saboori, Jacki York, Linda Strain, Deb Franklin, Jason Mell, Mallory Hoffman, Charlene Zawaski, Darlene Mest

- I. Meeting Called to Order at 6:30 by S. Filby
- II. Approval of December 15, 2016, meeting minutes

M/S by J. York, second by H. Saboori

- III. Library Director's Report

Mallory declared that the library has had a really successful summer. Our summer circulation numbers have increased. She noted that our summer reading participation is at record numbers since we started keeping records in 2004.

J.B. Mascaro and Sons has challenged us with a \$2500 matching grant to continue our "Booking it" program. This program is the outreach to nursing homes in the area.

The county will be launching a new website. Microsoft Office upgrades to all of our computers were completed this month at the County's expense. Hoopla will soon be available to access on your Roku, Apple TV or Amazon Fire TV.

The Library will be hosting "Howdunit?" Panel Discussion featuring local mystery authors in conjunction with the Deleware Valley Sisters in Crime on Saturday, October 14<sup>th</sup> at 1PM. Registration is required.

Attached are the Director's Report and Circulation report.

- IV. Friend's Report

The friends report was focused on getting a successful Book and Bake sale October 12, 13, and 14<sup>th</sup>. Also discussed is the move from the Dunn Community Center and the needs of any space that would be offered as a replacement facility.

- V. Treasurer's Report

Total Cash available: \$130,173 as of 8/31/17

Total Expenses through 8/31/17 are \$346,841; 81.3% of total expenses budgeted for 2017

The auditor's report was summarized and the treasurer will be following up with some changes to two or three library policies to ensure compliance with the auditor's findings.

Motion to approve the treasurer's report and pay bills M/S D. Franklin and L. Strain

Attached are the treasurer's report and expenses report

## VI. County System Update

No report

## VII. Committee Reports

a. Advocacy/Fundraising Committee — Painting with a twist will take place on Thursday, September 28, 2017. There are still a few seats available.

Members: Linda Strain, Denise Darrah, Jason Mell,, Charlene Zawaski, Jessica Connot , Heather Saboori

b. Personnel Committee — No report

Members: Shawn Filby, Deb Franklin

c. Policy Committee — No report

Members: Heather Saboori, Jacki York, Shawn Filby, Deb Franklin

d. Property Committee — no report

Members: Bonnie Goulden, Linda Strain, Darlene, Mest, Warren Lubenow

e. Finance Committee — No report

Not being formed at this time until needed.

f. Nominating Committee — The Library Board will reopen the vacancy created by Rich Gromis leaving to look for a qualified candidate that is a resident of Exeter Township. Desired qualifications would include library experience

Members: Linda Strain

## VIII. Unfinished Business

— S. Filby reported that he requested \$185,000 from the township at the Budget meeting on September 13. He emphasized the need for the full amount so that programming budgets would not be slashed. A space to replace the Dunn Community Center was discussed and a 1200 sq ft classroom at the former Lausch Elementary School is a viable option. It was discussed that other locations should also be explored that may better support the book processing currently accomplished by the Friends.

## IX. New Business

- The Audit Report recommended creating a Credit Card Policy and an undated Purchasing Policy. The policies were distributed to Board members and a vote to adopt was tabled until the October meeting
- The request from Exeter Township to create a Program Based Budget was presented and the Board members requested more information. S. Filby will contact Jen Savage at the township to get more information

Motion to adjourn by L. Strain, Second by H. Saboori at 9:05pm.

X. Next Meeting: October 19, 2017, 6:30 PM Exeter Community Library