

Date: Tue, March 16, 2021 6:00 PM

Call to Order

Held virtually via Microsoft Teams.

Meeting called to order at 6:01 PM by M. Dilts, President

Members Attending: S. Bednar, M. Dilts, L. Kier, B. Lee, H. Martyniuk, L. Vescovich
Also Attending: H. Smith (Director), C. Barrows (Assistant Director), J. Costello,
J. Martin

Welcome and Introduction of Guests

- Welcome by M. Dilts.

Approval of Minutes of Annual Meeting

- Motion to approve 01/19/2021 Annual Meeting Minutes MOVED by L. Kier, SECONDED by H. Martyniuk, and PASSED. L. Vescovich to post FINAL to Dropbox and provide to H. Smith for posting to Library Website and placing in Library hard copy files.

Approval of Minutes of Previous Monthly Meeting

- Motion to approve 02/16/2021 Monthly Meeting Minutes MOVED by H. Martyniuk, SECONDED by B. Lee, and PASSED. L. Vescovich to post FINAL to Dropbox and provide to H. Smith for posting to Library Website and placing in Library hard copy files.

Current Business (Recurrent Items)

- **Director's Report** (H. Smith)
 - Staff computers upgraded from Office 2016 to Office 365 Apps for Enterprise.
 - 2020 Library Data Collection report required by the state completed and submitted. Copy to be placed in Dropbox after it is verified and locked. Due to limitations, copy placed in Dropbox will not contain all of the information in submitted report. Contact H. Smith to access the complete report as submitted.
 - Terre Hill Days Committee notified that Library is unable to organize the "Shoe Fly Race" event for 2021.
 - New file cabinet received. Use is pending Board review of documents and artifacts.
 - "Garden Spot Village Kids 1/2 Marathon & Fun Run" event scheduled for Friday 03/26/2021. Still looking for volunteers to help. Contact H. Smith if willing to assist between 3:30pm and 6:30pm (1.1 mile run starts at 6:00pm).
 - "Share the Love" event a success. Received \$376 that was used to pay the fines for 50 children.
 - No other comments or concerns regarding Director's Report submitted by H. Smith March 2021 or with February 2021 Library Statistics.

- **Assistant Director's Report (C. Barrows)**
 - Winter Reading Challenge ("Blizzard of Books") that started 01/04/2021 and ended 02/27/2021 was popular. Had 101 people submit 430 entries. Selected 3 random winners. Each winner received a \$10 Lickity Split gift card.
 - Planning to schedule an outdoor story time in April 2021 oriented to Pre-School.
 - "Take and Makes" continue to receive much interest. March registration was 36 families requiring 362 activity bags. In addition, 12 bags were prepared for a Teen (age 13+) Take and Make.
 - No other comments or concerns regarding Assistant Director's Report submitted by C. Barrows March 2021.

- **Governance Committee report (J. Costello)**
 - Proposed By-Law Changes
 - Motion to approve the following By-Law Changes (presented at the 02/16/2021 Monthly Meeting) MOVED by J. Costello and SECONDED by H. Martyniuk.
 - Replace Article III, Section 2 in its entirety with:
Board Members must (1) be eighteen (18) years of age or older, (2) live and/or have substantial business interest(s) in the service area of the ELANCO Library, (3) have good moral character and (4) have an exceptional interest in the public library programs.
Definition of Substantial Business Interest(s)
Substantial business interest(s) is defined as holding a position of leadership and authority in a business within the service area of the ELANCO Library, which may result in significant financial support to the library.
 - Replace Article VI, Section 3 in its entirety with:
Officers so elected shall serve for the term of one (1) year and shall take office immediately upon the close of the annual meeting.
 - After discussion, vote to approve was a tie (3 for and 3 opposed). Referred back to committee for further consideration.
 - Motion to elect Lou Ann Miller to fill existing open Board Member Seat 5 MOVED by J. Costello, SECONDED by H. Martyniuk, and PASSED.
 - Motion to appoint Susan Burke as a non-voting member to the Board for the remainder of 2021 MOVED by J. Costello, SECONDED by B. Lee, and PASSED.

- **Management Committee report (M. Dilts)**
 - Committee met 02/25/2021. Reviewed status of maintenance items.

- **Programs & Services Committee report (B. Lee)**
 - Nothing to report.

- **Marketing, Fundraising, & Special Events Committee report (J. Martin)**
 - Continuing to plan "In Person Auction" at Leola Village for a Thursday in late October 2021.

- **Treasurer Report** (M Ireland)
 - Motion to accept and file “03/16/2021 Treasurers Report” and “2021-02 Finance Report” as presented MOVED by S. Bednar, SECONDED by B. Lee, and PASSED.
 - Received second state aid payment earlier than expected. In addition, is \$1,926 greater than budgeted.
 - Applied for and received unbudgeted COVID Payroll Protection Program (PPP) forgivable loan in amount of \$33,470 from Prosper Bank.
 - Received \$6.000 not budgeted from Upper Leacock Township that would have gone to Leola Branch of the Lancaster Public Library had it not closed.

New Business

- **Upcoming Meetings:**
 - Next Board of Trustees Monthly Meeting scheduled for 04/20/2021.
 - Considering moving monthly meeting start time from 6:00pm to 7:00pm. Poll requesting member preference will be sent out by H. Martyniuk.
- **Correspondence Needed:**
 - No new correspondence needed.

Adjournment

Motion to adjourn MOVED by H. Martyniuk, SECONDED by L. Vescovich, and PASSED.
ADJOURNED at 7:15pm.

Minutes by: L. Vescovich