

**Date:** Tue, January 18, 2022

**Call to Order**

Held in-person at Library

Meeting called to order at 7:10pm by M. Dilts

Voting Board Members:

Attending: S. Bednar (Treasurer), S. Burke, M. Dilts (President), L. Kier,  
H. Martyniuk (Vice-President), L. Miller, L. Vescovich (Secretary)

Absent: None

Also Attending: A. D'Agostino (Director), J. Costello, J. Martin, M. Ireland, R. Wenger

**Welcome**

- Welcome by M. Dilts.

**Approval of Agenda**

- Motion to approve 01/18/2022 Monthly Meeting Agenda MOVED by S. Burke, SECONDED by S. Bednar, and PASSED.

**Approval of Minutes of Previous Monthly Meeting**

- Motion to approve 12/21/2021 Monthly Meeting Minutes as corrected MOVED by S. Burke, SECONDED by L. Miller, and PASSED. L. Vescovich to post FINAL to Dropbox and provide to Director for posting to Library Website and placing in Library hard copy files.

**Current Business** (Recurrent Items)

- **Increase Community Awareness of the ELANCO Library and what we offer.**
  - **Introduction of Guests** (M. Dilts)
    - R. Wenger (resident of Terre Hill Borough) introduced.
  - **Marketing, Fundraising, & Special Events Committee report** (J. Martin)
    - J. Martin stepping down as Chair of Marketing, Fundraising, & Special Events Committee. To remain as member of committee.
    - S. Burke appointed Chair of Marketing, Fundraising, & Special Events Committee.

- L. Vescovich appointed to Marketing, Fundraising, & Special Events Committee.
  - Discussed potential fund raisers. Any additional ideas to be forwarded to S. Burke.
  - Plan to meet with A. D'Agostino (Director) to discuss fund raiser ideas.
- **Governance Committee report** (J. Costello)
  - Motion to elect R. Wenger as Seat 6 voting member to serve an unexpired term ending Jan 2024 MOVED by H. Martyniuk, SECONDED by L. Miller, and PASSED.
  - Motion to reappoint L. Kier as Seat 8 voting member to serve Term 1 ending Jan 2025 and H. Martyniuk as Seat 9 voting member to serve Term 2 ending Jan 2025 MOVED by L. Miller, SECONDED by L. Vescovich, and PASSED.
  - Working on new board member recruitment. Seat 7 is currently vacant.
  - Working on policy updates.
  - S. Bednar appointed to Governance Committee.
- **Ensure the overall sustainability of the library as a community resource.**
  - **Municipality Committee report** (L. Miller)
    - L. Vescovich appointed as Library Board representative for New Holland Borough (replacing M. Ireland).
    - R. Wenger appointed as Library Board representative for Terre Hill Borough (replacing J. Costello).
    - Library Board representatives to municipalities provided updates.
    - To prepare map for display in the Library showing ELANCO Library service area municipalities and associated information.
    - Library Newsletter oriented to municipalities available from A. D'Agostino (Director).
    - A. D'Agostino (Director) planning to attend a meeting at each municipality in service area.
    - Discussed importance of maintaining relationships with municipality leadership so they realize the value of the Library to their communities.
  - **Treasurer Report** (S. Bednar)
    - Actual 2021 Net Ordinary Income (Total Income minus Total Expenses) was -\$938 versus amount budgeted for 2021 of -\$50,351.
    - Motion to accept and file "2021-12 Finance Report" as presented MOVED by S. Bednar, SECONDED by L Vescovich, and PASSED.
- **Evaluate and adapt the materials, programs and services offered for the benefit of current and potential patrons.**
  - **Programs & Services Committee report** (M. Dilts)
    - Programs & Services Committee dissolved to focus on Marketing, Fundraising, & Special Events Committee.

- **Improve the Customer Experience, ensuring the ELANCO Library is a friendly, welcoming and community centered organization.**
  - **Management Committee report** (M. Dilts)
    - Continuing to address and update maintenance list items.
    - S. Bednar appointed to Management Committee.
- **Evaluate the culture of the workplace environment to determine ways to improve our employees' satisfaction.**
  - **Director's Report** (A. D'Agostino)
    - The Penn Medicine Lancaster General Health Community Health & Wellness Center 7-week Strengthening Families program to be held at the Library is postponed to February-April 2022 due to COVID concerns.
    - Jen Watson accepted position of Assistant Director. To start 01/31/2022.
    - Continuing to focus on forming and participating in strategic partnerships and collaborations with other local organizations.
    - Have reinstated some virtual Zoom programs, including Hooks & Needles Yarn Craft Club, Buckhill Sleuths Book Discussion Group, and Readers' Roundtable Book Discussion Group.
    - Lancaster LNP newspaper article on interview with A. D'Agostino as new Library Director to be published in March 2022.
    - No other comments or concerns regarding Director's Report submitted by A. D'Agostino January 2022.

## **New Business**

- **Correspondence Needed**
  - Letter to New Holland Borough requesting appointment of L. Vescovich as the Borough's representative (to be signed out by M. Ireland).
  - Letter to Terre Hill Borough requesting appointment of R. Wenger as the Borough's representative (to be signed out by M. Dilts).
- **Upcoming Meetings**
  - Next Board of Trustees Monthly Meeting scheduled for 7:00pm 02/16/2022. To be in-person at the ELANCO Library.
- **Executive Session**
  - Motion to adjourn to executive session to discuss personnel issue MOVED by H. Martyniuk, SECONDED by L. Kier, and PASSED.
    - Adjourned to executive session 8:32pm.
    - Returned to monthly meeting 8:34pm.

## **Adjournment**

Motion to adjourn MOVED by H. Martyniuk, SECONDED by S. Bednar, and PASSED.  
 ADJOURNED at 8:34pm.

Minutes by: L. Vescovich