

Date: Wed, June 15, 2022

Call to Order

Held virtually via Microsoft Teams.
Meeting called to order at 7:00pm by M. Dilts.

Voting Board Members:

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

Also Attending: A. D'Agostino (Director), J. Watson (Asst Director), J. Costello

Welcome and Introduction of Guests

- No Guests.

Approval of Agenda

- Motion to approve 06/15/2022 Monthly Meeting Agenda MOVED by L. Kier, SECONDED by L. Vescovich and PASSED.

Overview of 06/11/2022 Strategic Planning Retreat/Workshop

- Strategic Planning Retreat/Workshop facilitated by John Williamson and Rachel Hess held 8:30am to 2:30pm Saturday 06/11/2022 at Garden Spot Village.
- Due to time constraints, focused on only two of the five Strategic Plan 2020-2022 (adopted 02/18/2022) Issues/Broad-Objectives and identified the most important Wildly Important Goals (WIG)/Specific-Objectives for each with associated Lead Measures/Action Steps:
 - Issue/Broad-Objective 1: Increase Community Awareness of the ELANCO Library and what we offer.
 - WIG/Specific-Objective: Increase number of library cards from 28% to 40% of the ELANCO Library service area population by 2025 (7,000–10,000).
 - Lead Measures/Action Steps:
 - By end of 2023, contact ELANCO School District Asst Superintendent about training Grade 3 students about the ELANCO Library and ensure that they each have a library card. Include private and home-based schools.
 - By end of 2023, identify 10 locations for library card sign-up events and schedule them.

- Issue/Broad-Objective 2: Ensure the overall sustainability of the library as a community resource.
 - WIG/Specific-Objective: By end of 2022, there will be a joint meeting with the 5 municipalities in ELANCO Library service area (supervisors & council members) to agree to a uniform funding formula.
 - Lead Measures/Action Steps:
 - 10 meetings with representatives of 5 municipalities before October 2022.
 - Send StD with RSVPs to municipalities. Get 4 confirmed RSVPs a month in advance of the joint meeting.
 - Learn the pain points of each municipality to which the library can respond, eg: water management. Develop a “what’s in it for you” for each municipality.
- A. D’Agostino agreed to update Board members unable to attend.

Approval of Minutes of Previous Monthly Meeting

- Motion to approve 05/18/2022 Monthly Meeting Minutes as corrected MOVED by L. Miller, SECONDED by S. Burke, 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)

- **Director’s Report** (A. D’Agostino)
 - Developing September 2022 to December 2022 programming line-up with particular attention to adult programming and literacy goals enumerated in the operational plan.
 - Beginning to focus more on library’s role as connector to and distributor of quality and timely information to individuals and organizations in the community.
 - Met with all municipalities in ELANCO Library service area except Terre Hill. Planning to meet with Terre Hill soon.
 - No other comments or concerns regarding June 2022 Director’s Report or May 2022 Library Statistics submitted by A. D’Agostino.
- **Assistant Director Report** (J. Watson)
 - “Dive into Summer” event held 06/04/2022 was a huge success with about 300 people in attendance. Feedback from patrons has been positive.
 - The Oceans of Possibilities summer reading program is underway with over 200 sign ups as of 06/07/2022.
 - Patrons can sign up at the Library for the “Lancaster Go!” program as well as the summer reading program.
 - No other comments or concerns regarding June 2022 Assistant Director Report submitted by J. Watson.

- **Marketing, Fundraising, & Special Events Committee report (S. Burke)**
 - Fundraising Events recently completed:
 - Letter to solicit previous business auction donors to donate money (versus product) sent out 05/11/2022.
 - Grill (donated by JR Zimmerman) + Yoder's Gift Card (donated by Yoder's) + Grill Utensils (donated by Meadow Creek Barbecue Supply) Raffle. Drawing held Monday 06/13/2022. Sold 1,767 tickets at \$1 apiece for total of \$1,767.
 - Fundraising Events ongoing or being considered for remainder of 2022:
 - Dr Seuss Birdhouse (created and donated by Anne Treadwell). Children to place donation in birdhouse for chance to win a book.
 - Natures Yolk Eggs Raffle started 06/15/2022. To end 08/15/2022.
 - Annual Appeal scheduled for July 2022.
 - Memorial Book Donation scheduled for September to November 2022. Plate to be placed in book identifying donor.
 - Extraordinary Give scheduled November 2022. Application to be submitted by 09/12/2022.
 - Fall Gala/Fling Event scheduled for Thursday 11/03/2022. Inn at Leola holding deposit of \$500 (previously provided for "Auction" event) through December 2022. Are willing to use toward catering an event at a location in New Holland.
 - Advent Gift Bag Raffle.
 - Park City Diner will contribute 10% of food bill to ELANCO Library upon request.
 - Grants
 - Grant request submitted to Tyson 04/01/2022 was denied.
 - Planning to submit request to Reuzit New Holland January 2023.
 - Considering applying for other grants.
 - Working with Lancaster County Community Foundation (LCCF) on endowments:
 - Planning endowment presentation to Board September 2022.
 - Planning to beef up website regarding endowments.
- **Governance Committee report (J. Costello)**
 - Motion to adopt Policy EL-011 (Non-discrimination Policy) DRAFT 06/07/2022 with modification MOVED by H. Martyniuk, SECONDED by L. Vescovich, and PASSED.
 - Virtual Board Retreat sponsored by Office of Commonwealth Libraries (OCL) and facilitated by Wendy Burtner is scheduled for 7:00pm to 9:30pm Wednesday 07/20/2022. Board Members to complete survey by 06/23/2022.
- **Management Committee report (M. Dilts)**
 - Continuing to address and update one-time maintenance list items.
- **Municipality Committee report (L. Miller)**
 - R. Wenger appointed as member of Municipality Committee.
 - Municipality representatives presented status of meeting with municipalities.

- **Treasurer Report** (S. Bednar)
 - Corrected 2021 Finance Report error.
 - Met recently with auditor. Will be working on audit for next several months.
 - Motion to accept and file “2022-05 Finance Report” as presented MOVED by L. Vescovich, SECONDED by S. Bednar, and PASSED.

New Business

- **Correspondence Needed**
 - None.
- **Upcoming Meetings**
 - Next Board of Trustees Monthly Meeting scheduled for 7:00pm 07/20/2022. To be virtual and focused on Virtual Board Retreat.

Adjournment

Motion to adjourn MOVED by S. Bednar, SECONDED by H. Martyniuk, and PASSED.
ADJOURNED at 8:14pm.

Minutes by: L. Vescovich