

Date: Wed, September 21. 2022

Call to Order

Held in-person at Library.

Meeting called to order at 7:05pm by M. Dilts.

Voting Board Members:

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

Absent: S. Burke, R. Wenger, L. Miller

Also Attending: A. D'Agostino (Director)

Welcome and Introduction of Guests

- None

Approval of Agenda

- Motion to approve 09/21/2022 Monthly Meeting Agenda MOVED by L. Vescovich, SECONDED by S. Bednar, and PASSED.

Approval of Minutes of Previous Monthly Meeting

- Motion to approve 08/17/2022 Monthly Meeting Minutes as corrected MOVED by L. Vescovich, SECONDED by L. Kier, 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)
 - Circulation, building use, program attendance, and card registration are steadily increasing. We are not quite up to 2019 levels yet but will get there soon if the trend continues.
 - Statistical report shows we are offering programs patrons are interested in.
 - No other comments or concerns regarding September 2022 Director's Report or August 2022 Library Statistics submitted by A. D'Agostino.

- **Assistant Director Report** (A. D'Agostino for J. Watson)
 - ELANCO Summer Reading Program report:
 - 2022 Totals: 1045 Registrations, 714 Completions
 - Comparison to 2021 numbers: Registrations +58%, Completions +20%
 - Comparison to 2019 numbers: Registrations -26%, Completions -36%
 - Pennsylvania Summer Library Program Impact Report has been completed and submitted.
 - Fall programs have been scheduled (posted on website calendar and Facebook).
 - No other comments or concerns regarding September 2022 Assistant Director Report submitted by J. Watson.

- **Marketing, Fundraising, & Special Events Committee report** (L. Burke for S. Burke)
 - Met with PA State Representative David Zimmerman (99th Legislative District) 08/18/2022.
 - 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.
 - Memorial Book Donation scheduled for September to November 2022. Plate to be placed in book identifying donor.
 - ELANCO Library Autumn Jubilee Event scheduled for 6pm Thursday 11/03/2022 at The Silk Mill On Main; New Holland, PA. Planning to use a \$500 deposit previously provided to Inn at Leola for "Auction" event that was cancelled.
 - Lancaster County Community Foundation (LCCF) Extra Give scheduled 11/18/2022. ELANCO Library application submitted.
 - Advent Gift Bag Raffle scheduled for December 2022.
 - Park City Diner and Knight & Day Diner will contribute 10% of food bill to ELANCO Library upon request.
 - Grants
 - Grant request submitted to Tyson 04/01/2022 was denied.
 - Submitted grant application to Anne Brossman Sweigert Charitable Foundation for a new program to provide under-resourced schools and homeschool students/educators with a lending library of kits containing supplies, educational materials, and instructions.
 - Considering Ressler Mill Grant.
 - Planning to submit request to Reuzit New Holland January 2023.
 - Moving forward, grant requests should include operating expenses, staff time (including administrative costs), and related materials.
 - Working with Lancaster County Community Foundation (LCCF) on endowments:
 - Planning endowment presentation to Board at October 2022 Monthly Board Meeting (revision from previously report).
 - Planning to enhance website regarding endowments.

- **Governance Committee report** (S. Bednar for J. Costello)
 - No updates.

- **Management Committee report** (M. Dilts)
 - Working on ELANCO Library Strategic Plan 2023-2025.
 - Continuing to address and update one-time maintenance list items.

- **Municipality Committee report** (H. Martyniuk for L. Miller)
 - Committee provided update regarding ongoing talks with municipality leaders.
 - Municipality representatives presented status of meeting with municipalities.
 - At New Holland Borough Council Meeting 09/06/2022, motion to approve the second half budgeted donation to the ELANCO Library in amount of \$8,580 was passed.
 - Clarification was provided regarding the role of municipality representatives in supporting the committee's efforts

- **Treasurer Report** (S. Bednar)
 - Audit in process.
 - Plan to initiate preparation of 2023 ELANCO Library Budget in October 2022.
 - Continuing to work to update liability insurance plans.
 - Coverage for building replacement and collection to be increased.
 - Motion to accept and file "2022-08 Finance Report" as presented MOVED by S. Bednar, SECONDED by H. Martyniuk, and PASSED.

New Business

- **Proposed By-Law Change**
 - Motion to table the following By-Law change (presented at the 08/17/2022 Monthly Meeting) MOVED by M. Dilts, SECONDED by L. Burke, and PASSED.
 - Replace Article III, Section 2 in its entirety with:
 - Voting board members must (1) be eighteen (18) years of age or older, (2) live in **and/or have substantial business interest(s)** in the area served by the service area of the ELANCO Library, (3) have good moral character and (4) have an exceptional interest in the public library program.

- **Correspondence Needed**
 - None.

- **Upcoming Meetings**
 - Next Board of Trustees Monthly Meeting scheduled for 7:00pm 10/19/2022. To be in-person at the ELANCO Library.

Adjournment

Motion to adjourn MOVED by S. Bednar, SECONDED by L. Vescovich, and PASSED.
 ADJOURNED at 9:28pm.

Minutes by: L. Vescovich