

**Date:** Wed, January 18, 2023

**Call to Order**

Held in-person at Library.

Meeting called to order at 8:05pm by S. Burke.

Voting Board Members:

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

Non-Voting Board Members:

- Attending: None  
Absent: M. Ireland

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

**Welcome and Introduction of Guests**

- None.

**Approval of Agenda**

- Motion to approve 01/18/2023 Monthly Meeting Agenda MOVED by H. Martyniuk, SECONDED by L. Miller, and PASSED.

**Approval of Minutes of Previous Monthly Meeting**

- The 12/21/2022 Monthly Meeting Minutes were approved during 01/18/2023 Annual Meeting.

## **Current Business** (Recurrent Items)

- **Director's Report** (A. D'Agostino)
  - Discussed "Cost Savings Provided by Libraries to each Municipality in 2022" report.
  - Discussed results of "ELANCO Library's 2022 Patron and Community Opinion Survey".
  - Reviewed 2022 Library highlights and accomplishments. A lot of good things have happened that we can be very pleased with.
    - Programming attendance was up 130% over 2021.
    - Issued 611 new library cards in 2022.
    - Number of people entering Library increased 36% over 2021.
    - Circulation increased 18% over 2021.
    - Participated in 45 outreach events in 2022.
  - A second Library Assistant resigned. Will advertise and post job openings for two Library Assistants.
  - No other comments or concerns regarding January 2023 Director's Report, November 2022 Statistical Report, or December 2022 Statistical Report submitted by A. D'Agostino.
  
- **Assistant Director Report** (J. Watson)
  - The Winter Reading Challenge program will run from 12/19/2022 to 2/25/2023 in partnership with Reading Royals and New Holland Coffee Co. As of 01/18/2023 have had 150 sign ups.
  - Pathways School visited the Library with about 40 students on 01/12/2023 to conduct a research project. Approximately 20 students signed up for Library cards. Pathways School planning to schedule another visit to the Library Spring 2023.
  - Currently working with Blue Ball Elementary School to visit each of their first grade classes to promote library and provide an opportunity to sign up for library cards.
  - Summer Reading Program 2023 planning has begun. The 2023 theme is "All Together Now".
  - No other comments or concerns regarding January 2023 Assistant Director Report submitted by J. Watson.
  
- **Marketing, Fundraising, & Special Events Committee report** (S. Burke)
  - Reviewed 01/18/2023 Email summary.
  - Considering United Way grant application.
  - Working on endowment flyer.
  
- **Governance Committee report** (Chair Vacant)
  - No updates.
  - Need Chair.

- **Management Committee report** (L. Vescovich)
  - L. Vescovich elected chair of Management Committee.
  - Continuing to work on ELANCO Library Strategic Plan 2023-2025.
  - Continuing to address and update one-time maintenance list items. For latest status, see “ELANCO Library Maintenance One-Time Items 2023-01-09(2100)” Tab 2023 which can be found in Dropbox under Operations and Maintenance Subcommittee.
  
- **Executive Session Personnel Issues**
  - Motion to adjourn to executive session to discuss personnel issues MOVED by H. Martyniuk, SECONDED by L. Miller, and PASSED.
    - Adjourned to Executive Session 8:56pm
    - Returned to Annual Meeting 9:00pm
  
- **Municipality Committee report** (L. Miller)
  - Need ELANCO Library Board representative for Terre Hill Borough.
  
- **Treasurer Report** (S. Bednar)
  - Motion to accept and file “2022-12 Finance Report” as presented MOVED by L. Vescovich, SECONDED by H. Martyniuk, and PASSED.
    - Excluding the \$150,000 donation, actual 2022 Net Ordinary Income (Total Income – Total Expenses) was only -3,404 versus the -76,105 budgeted.

## **New Business**

- **Correspondence Needed**
  - None
  
- **Upcoming Meetings**
  - Next Board of Trustees Monthly Meeting scheduled for 7:00pm 02/15/2023. To be in-person at the ELANCO Library.

## **Adjournment**

Motion to adjourn MOVED by L. Miller, SECONDED by L. Vescovich, and PASSED.  
 ADJOURNED at 9:15pm.

Minutes by: L. Vescovich