

Date: Wed, August 16, 2023

Call to Order

Held in-person at Library.

Meeting called to order at 7:03pm by S. Burke.

Voting Board Members:

Attending: S. Bednar (Treasurer), S. Burke (President), T. Carr, S. Pompili,
L. Reinsfelder, L. Vescovich (Secretary)

Absent: None

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 08/16/2023 Monthly Meeting Agenda MOVED by L. Vescovich, SECONDED by L. Reinsfelder, and PASSED.

Approval of Minutes of Previous Meetings

- Motion to approve 07/19/2023 Monthly Meeting Minutes MOVED by L. Vescovich, SECONDED by T. Carr, and PASSED.

Current Business (Recurrent Items)

- **Treasurer Report** (S. Bednar)
 - Motion to accept and file for annual audit the "2023-07 Financial Report" as presented MOVED by S. Bednar, SECONDED by S. Burke, and PASSED.
 - The "Journal-Consolidated paychecks" tab has been included as part of the monthly Financial Report. Due to work required to prepare versus benefit provided, agreed that provision in future Financial Reports would be suspended and that it would only be provided upon request.

- **Director's Report** (A. D'Agostino)
 - Greatly appreciated the extraordinary efforts of the staff in supporting the summer programs.
 - ELANCO Library was awarded PA Forward Silver Star for Basic Literacy. Completed steps needed to earn PA Forward Silver Star for Financial Literacy.
 - Planning for September 2023 to December 2023 programs and special events nearly complete. Planning lightly for Fall in anticipation of Basement Renovation.
 - Presented one page document with information on library ballot referendum initiatives; discussed ideas for library funding being considered by the Library System of Lancaster County (LSLC).
 - No other comments or concerns regarding August 2023 Director Report or July 2023 Statistical Report submitted by A. D'Agostino.

- **Assistant Director Report** (J. Watson)
 - The Summer Reading Program "All Together Now" concluded 08/12/2023. Overall, very successful. Data is currently being compiled.
 - Raffle winners have all been selected and notified. Had lots of positive feedback about our extra reading program to encourage kids to keep reading over the summer after they finished their initial reading logs. Across all age groups, we had 654 entries into the extra reading raffles for a total of 4,384 extra books read (ages 0-4) and 3,532 extra hours read (ages 5-19).
 - Four teens were involved over the summer and three completed projects. Teens volunteered a total of 61 hours.
 - No other comments or concerns regarding August 2023 Assistant Director Report submitted by J. Watson.

- **Marketing/Fundraising/Special Events Committee report** (S. Burke)
 - Discussed 08/16/2023 Fundraising Committee Report highlights.
 - Autumn Jubilee scheduled for 11/02/2023. Will need help.
 - Indoor Yard Sale planned for 12/02/2023 in coordination with Friends of Library Book Sale.
 - Meeting held with Stacia Mohr 07/25/2023 to discuss marketing and upcoming fundraising.
 - S. Burke attended the Library System of Lancaster County (LCCF) Endowment training.
 - Municipality reports:
 - New Holland Borough Council Meeting 08/01/2023 attended by L. Vescovich.
 - Grants
 - Grant Strategy Update 08/16/2023 presented by L. Reinsfelder. Focused on:
 - Library Needs
 - May want to consider Pennsylvania Department of Education (PDE) Keystone Grant for infrastructure needs.
 - Ressler Mill Foundation Grant overview

- Endowment
 - Endowment information is on ELANCO Library website under “Get Involved > Donate > Leave a Legacy”.
- **Governance Committee report** (L. Vescovich)
 - Working to complete orientation for new Board Member T. Carr.
 - Continuing to work on request from Director for additional policy to support grant requests.
- **Management Committee report** (L. Vescovich)
 - Reviewed “ELANCO Library Operational Plan 2023-2025 2023-08-14(2215)” snapshot placed in dropbox with the other meeting documents.
 - Continuing to address and update one-time maintenance list items. For latest status, see “ELANCO Library Maintenance One-Time items 2023-08-12 (2215)” Tab 2023” placed in dropbox with the other meeting documents.

New Business

- **Committee Appointment**
 - T. Carr appointed to the Management Committee.
- **Non-Voting Board Member Resignation**
 - M. Ireland resigned as non-voting Library Board member (effective September 2023 Monthly Meeting scheduled 09/20/2023).
- **Eleanor Dissinger Award**
 - Discussed proposed 2023 recipients. Library Director to have plaques prepared and available for presentation at Autumn Jubilee scheduled for 11/02/2023.
- **Potential Bylaw Change**
 - Discussed Bylaw change to reduce number of ELANCO Library Board Members from 9 to 7. Decided to table for now.
- **Edward Jones CD**
 - To ensure that any new CDs are not in conflict with ELANCO Library principles.
- **2023 ExtraGive**
 - Discussed Lancaster County Community Foundation (LCCF) ExtraGive requirement to provide a nondiscrimination policy. Still plan to participate in 2023 ExtraGive.
- **Endowment & Flex Fund Investment**
 - Discussed use of Lancaster County Community Foundation (LCCF) for ELANCO Library Endowment Fund and ELANCO Library Flex Fund.
- **Correspondence Needed**
 - None.

- **Upcoming Meetings**

- Next Board of Trustees Monthly Meeting scheduled for 7:00pm 09/20/2023. To be in-person at the ELANCO Library.

Adjournment

Motion to adjourn MOVED by L. Vescovich, SECONDED by S. Bednar, and PASSED.
ADJOURNED at 9:05pm.

Minutes by: L. Vescovich