

**Date:** Wed, September 20, 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), S. Pompilii, L. Reinsfelder,  
L. Vescovich (Secretary)

Absent: T. Carr

Non-Voting Board Members:

Attending: M. Ireland

Absent: None

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

#### **Welcome and Introduction of Guests**

- Kent Weaver (patron), welcomed.

#### **Approval of Agenda**

- Motion to approve 09/20/2023 Monthly Meeting Agenda MOVED by L. Reinsfelder, SECONDED by S. Pompilii, and PASSED.

#### **Approval of Minutes of Previous Meetings**

- Motion to approve 08/16/2023 Monthly Meeting Minutes MOVED by S. Pompilii, SECONDED by S. Burke, and PASSED.

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

- **Treasurer Report** (S. Bednar)
  - Audit review has been initiated.
  - Treasurer has been cross training with Comptroller to serve as backup.
  - Certificate of Deposit to be redeemed upon maturity.
  - Motion to accept and file for annual audit the "2023-08 Financial Report" as presented MOVED by S. Bednar.

- **Director's Report** (A. D'Agostino)
  - Library System of Lancaster County rebranded online resources as "Lynx: eResources for Everyone." ELANCO Library will launch promotion of Lynx the week of 09/25/2023.
  - September to December 2023 library programs & special events planned and advertised.
  - Completed necessary steps and application to earn Silver Star in Health Literacy in the PA Forward Program.
  - No other comments or concerns regarding September 2023 Director's Report or August 2023 Statistical Report submitted by A. D'Agostino.
  
- **Assistant Director Report** (J. Watson)
  - Summer Reading Program statistics presented.
  - Due to planned basement renovation, Teen Tuesdays replaced with once a month teen book club.
  - New shelves added to Floor 1 improving layout.
  - No other comments or concerns regarding September 2023 Assistant Director Report submitted by J. Watson.
  
- **Marketing/Fundraising/Special Events Committee report** (S. Burke)
  - Discussed 09/16/2023 Fundraising Committee Report highlights.
    - Autumn Jubilee scheduled for 11/02/2023:
      - S. Burke secured the second Autumn Jubilee sponsor (American Legion).
      - Invitations to the jubilee will be completed by Yoder's Printing and will be available for to hand out in the library and for board members to distribute.
      - S. Burke working on Autumn Jubilee donations for the silent auction. Goal is to have 20 items.
      - Will be advertised in the Valpak mailing (excludes much of New Holland Borough) that recently went out and in the Penny Saver 10/11/2023.
      - A. D'Agostino sent out invitations via Constant Contact and has it on FB and the library website.
    - American Legion has agreed to try and sell bike raffle tickets.
    - Ornament donation tree for children's book fines and library needs will be started 11/10/2023. S. Pompili volunteered to orchestrate. Need an artificial tree for the ornaments to be displayed.
    - Indoor Yard Sale planned for 12/02/2023 in coordination with Friends of Library Book Sale.

- Grants
  - Grant Strategy Update 09/20/2023 presented by L. Reinsfelder. Focused on:
    - Library Needs
    - Pennsylvania Education Improvement Tax Credit (EITC) overview.
    - Reviewed status of grant applications submitted and to be submitted.
    - Considering High Foundation Grant application to replace elevator.
- Endowments
  - Nothing new to report.
- Municipality reports:
  - Caernarvon Township Meeting attended by S. Burke.
    - Planning to visit Library.
  - Earle Township Meeting attended by L. Reinsfelder.
  - New Holland Borough Council Meeting 09/05/2023 attended by L. Vescovich.
    - New Holland Borough approved second half donation to ELANCO Library.
- **Governance Committee report** (L. Vescovich)
  - Working to complete orientation for new Board Member T. Carr.
  - Motion to adopt the following new policy as presented MOVED by L. Vescovich, SECONDED by L. Reinsfelder, and PASSED.
    - EL-308 2023-09-03(1630)DRAFT Fiduciary; Procurement ProcessWchng01
- **Management Committee report** (L. Vescovich)
  - Reviewed “ELANCO Library Operational Plan 2023-2025 2023-09-19(2250)” 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 2023-09-19 (2300)” Tab 2023” placed in dropbox with the other meeting documents.

### New Business

- **Eleanor Dissinger Award**
  - Two candidates selected for Eleanor Dissinger award to be given out at the Autumn Jubilee scheduled for 11/02/2023.
- **Mike Ireland Remarks**
  - M. Ireland reflected on how, despite many challenges, the Library has grown and improved from 1992 to the present while he was a Board member. Feels good about the shape the Library is in now. Wished good luck to everyone in meeting the upcoming challenges.

- **Management Committee Appointment**
  - Motion to approve the appointment by the President on 08/16/2023 of T, Carr to the Management Committee MOVED by L. Vescovich, SECONDED by S. Pompilii, and PASSED.
  
- **Kent Weaver Comments**
  - After observing the Board Meeting and participating in recent Library programs & services, Kent Weaver (patron) was impressed. Expressed great appreciation for the extraordinary efforts of A. D'Agostino (Director) and J. Watson (Asst Director).
  
- **Garden Spot Village Speaker**
  - A. D'Agostino (Director) to be speaker at upcoming Garden Spot Village Thursday speaker series event.
  
- **Correspondence Needed**
  - None.
  
- **Upcoming Meetings**
  - Next Board of Trustees Monthly Meeting scheduled for 7:00pm 10/18/2023. To be in-person at the ELANCO Library.

### **Adjournment**

Motion to adjourn MOVED by L. Vescovich, SECONDED by S. Bednar, and PASSED.  
ADJOURNED at 8:29pm.

Minutes by: L. Vescovich