

Date: Wednesday, January 15, 2025

Call to Order

Held in-person at Library

Meeting called to order 6:00pm by S. Burke

Voting Board Members:

Attending: S. Bednar (Treasurer), S. Burke (President), P. Deibler, J. Dlugosz,
J. Esbenshade, L. Reinsfelder (Vice President), L. Vescovich (Secretary)

Absent: M. Mooshian

Non-Voting Board Members: None

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

Welcome and Introduction of Guests

- None.

Approval of Agenda

- Motion to approve 01/15/2025 Annual Meeting Agenda MOVED by L. Vescovich, SECONDED by L. Reinsfelder, and PASSED.

Approval of Minutes of Previous Meetings

- The 01/17/2024 Annual Meeting Minutes were approved during 02/21/2024 Regular Meeting.
- Motion to approve 12/18/2024 Regular Meeting Minutes MOVED by S. Bednar, SECONDED by P. Deibler, and PASSED.

Current Business

- **Treasurer Report** (S. Bednar)
 - Presented “Treasurers Report 2025-01-15”.
 - Presented “ELANCO Library Finance Assets History 2024-12-31; Accessible Funds”.
 - The 2025 Budget was approved at 12/18/2024 Regular Meeting.
 - Motion to accept the “2024-12 Finance Report” MOVED by L. Vescovich, SECONDED by L. Reinsfelder, and PASSED.
 - Continuing to work on providing proposed changes to ELANCO Library Policy “EL-307 2021-10-19 Fiduciary; Authorizing and Making Payments”.

- **Director’s Report** (A. D’Agostino)
 - Presented portions of “Directors Report 2025.01” and “Statistical Report 2024.12”.

- **Assistant Director Report** (J. Watson)
 - Presented “1-25 Assistant Directors Report”.

- **Marketing/Fundraising/Special Events Committee Report** (S. Burke)
 - General Fundraising
 - Presented “Fundraising Report 1.15.25”.
 - PA State Senator 13th District Scott Martin visited Library 12/19/2024.
 - Grants
 - Continuing to pursue grant opportunities. See “Directors Report 2025.01” under Fundraising for grant applications recently submitted. Also submitted request to Hartz Physical Therapy.

 - Endowments
 - Nothing to report.

 - Municipalities
 - Earl Township Meeting 01/06/2025 attended by J. Esbenshade.
 - East Earl Township Meeting 01/14/2025 attended by S. Bednar.
 - New Holland Borough Council Meeting 01/07/2025 attended by L. Vescovich.
 - Terre Hill Borough Meeting 01/14/2025 attended by S. Burke.

 - ELANCO Library Brochure
 - Presented “ELANCO Library Brochure 2024-12-23(0857) FINAL Turned”.

- **Governance Committee Report** (L. Vescovich)
 - Revisions to ELANCO Library Policy “EL-307 2021-10-19 Fiduciary; Authorizing and Making Payments” pending input from Treasurer.
 - Prepared slate of officers for 2025. To be presented under “2025 Officers” later in this meeting.

- **Management Committee Report** (L. Vescovich)
 - Reviewed “ELANCO Library Operational Plan 2023-2025 2025-01-15(1400)”.
 - Reviewed “ELANCO Library Maintenance One-Time Items 2025-01-14(1305); 2025”.
- **President’s Annual Report** (S. Burke)
 - Presented “ELANCO Library 2024 Annual Report”.

New Business

- **Board Member Resignation**
 - T. Carr resigned effective 01/01/2025 creating a Seat 8 unexpired partial term ending at close of 2028 Annual Meeting.
- **New Voting Board Members**
 - No nominations at this time.
- **Confirm Voting Member Term 1**
 - Motion to confirm M. Mooshian as Seat 7 Voting Member to serve Term 1 starting at close of 2025 Annual Meeting and ending at close of 2028 Annual Meeting MOVED by L. Vescovich, SECONDED by P. Deibler, and PASSED.
 - Motion to confirm L. Reinsfelder as Seat 9 Voting Member to serve Term 1 starting at close of 2025 Annual Meeting and ending at close of 2028 Annual Meeting MOVED by L. Vescovich, SECONDED by S. Bednar, and PASSED.
- **Voting Board Member Status At Close of Annual Meeting**
 - Seat 1: S. Burke to continue serving Term 1 ending close of 2026 Annual Meeting.
 - Seat 2: S. Bednar to continue serving Term 2 ending close of 2026 Annual Meeting.
 - Seat 3: J. Dlugosz to continue serving unexpired term ending close of 2026 Annual Meeting.
 - Seat 4: L. Vescovich to continue serving Term 2 ending close of 2027 Annual Meeting.
 - Seat 5: J. Esbenshade to continue serving Term 1 ending close of 2027 Annual Meeting.
 - Seat 6: P. Deibler to continue serving Term 1 ending close of 2027 Annual Meeting.
 - Seat 7: M. Mooshian to serve Term 1 starting at close of 2025 Annual Meeting and ending close of 2028 Annual Meeting.
 - Seat 8: VACANT
 - Seat 9: L. Reinsfelder to serve Term 1 starting at close of 2025 Annual Meeting and ending close of 2028 Annual Meeting.

- **2025 Officers**
 - Governance Committee nominated the following officers for 2025:
 - President: S. Burke
 - Vice President: L. Reinsfelder
 - Treasurer: S. Bednar
 - Secretary: L. Vescovich
 - Motion that nominations cease and to approve nominated 2025 Officers to serve term starting at close of 2025 Annual Meeting and ending at close of 2026 Annual Meeting MOVED by L. Vescovich, SECONDED by P. Deibler, and PASSED.
- **2025 Non-Voting Members**
 - Currently there are no Non-Voting Members.
- **2025 Conflict of Interest Affirmation**
 - Per “Policy EL-200 2021-02-16 Human Resources; Conflicts of Interest”, “Form LF104 (Conflict of Interest Affirmation) 2021-01-04” needs to be signed each year by all Voting Members, all Non-Voting Members, the Library Director, and any members of any committee with Board-delegated powers. Signed Conflict of Interest Affirmation forms are to be returned to Library Director for further processing.
- **Upcoming Board Meetings**
 - Motion to continue to hold upcoming Regular Meetings starting 7pm on the third Wednesday of each month and the next Annual Meeting 6pm the third Wednesday of January 2026 (01/21/2026) in-person at the Library MOVED by L. Vescovich, SECONDED by S. Bednar, and PASSED. Library Director to have advertised as required.
- **Correspondence**
 - None.

Adjournment

Motion to adjourn MOVED by L. Vescovich, SECONDED by S. Bednar, and PASSED.
 ADJOURNED at 6:50pm.

Minutes by: L. Vescovich