

Date: Tuesday, January 21, 2020

Call to Order

Meeting called to order at 7:51PM by J. Martin, President

Members Attending: K. Babb, S. Bednar, J. Costello, M. Dilts, T. Harmer, M. Ireland, B. Lee, L. Kier, J. Martin, H. Martyniuk,

Also Attending: Heather Smith (Director),

Welcome and Introduction of Guests

President Martin welcomed the 2020 Board and laid out his plans for the year:

- Send committee reports by Friday Prior to meeting
- Discussion was held on meeting dates and agreed to meet 6-7pm on 3rd Tuesday with exception of July (February 18, March 17, April 21, May 19, June 16, (no meeting in July), August 18, September 15, October 20, November 17, December 15) Heather to publish in paper.

Approval of Minutes of Previous Meeting (Nov 19, 2019)

MOVED by B. Lee to approve and SECOND by M Ireland. APPROVED

Current Business (Recurrent Items)

- **Director's Report**
- Statistical report was handed out. Raw data on Dropbox
- Maintenance list needs to be addressed, top 3 priorities: Basement toilet seat, Roof, Bulbs in basement.
- Help promote Wowbrary program: details e-mailed.
- GSV Half Marathon is March 27: Heather to send out details
- Shoefly 5 mile race in July
 - Heather needs help soliciting sponsors
 - Fundraising committee to help
- Board members need background checks/child clearances
 - Heather to send details
- Board President generally signs a thank you note for donations >\$100. Please target promptness.
- Donor database: Library card applications back to May need to be added to Giftworks.
 - B Lee, K Babb, S Bednar offered to help.
 - Heather to connect these 3 to Wilma for training

- **Governance Committee report**
 - EL502 & Form LF113 (Checklist)
 - MOVED by H Martyniuk, SECOND by M Ireland, APPROVED
 - Governance Committee to coordinate times with new members for training (Reported by H. Martyniuk)

- **Management Committee report**
 - M Ireland to call Beiler Roofing to get a Roof replacement Schedule
 - Committee to meet briefly after Board meeting
 - Committee to work on Director's job description

- **Programs & Services Committee report**
 - No Updates

- **Fundraising Committee report**
 - Contract signed for Inn at Leola Village for Oct 22 & \$500 deposit

- **Treasurer Report:** M Ireland
 - 2019 Financial report:
 - Greater income than expected due to additional donations
 - Lower expenses due to Delayed IT expenses & Delayed Roof
 - MOVED by M Ireland to accept and file, SECOND by H Martyniuk, APPROVED
 - Check Signers
 - MOVED by M Ireland for Treasurer, President, VP to be check signers, SECOND by T Harmer, APPROVED
 - Mike requested anyone interested in being treasurer contact him. He would like to start an apprenticeship program to prepare for his eventual and imminent retirement as treasurer.

New Business

- **Strategic plan:**
 - Postponed to Feb Meeting

- **2020 Budget**
 - Salaries increased Year over Year. Removed medical Benefit proposal
 - Reduced Furniture line item
 - Kept Consultant line item, but removed allocation
 - Building maintenance line of \$5K includes Network rewiring.
 - MOVED by M Ireland to approve, SECOND by B Lee, APPROVED

Housekeeping

Correspondence Needed:

- Need to send letters to Townships requesting them to appoint the new board members
 - M Ireland – NH Boro
 - M Dilts & B Lee – Earl Township
 - S Bednar & H Martyniuk – East Earl
 - L Kier – Carnarvon Township
 - K Babb – East Earl for now
 - No Terre Hill rep
 - J Costello to help M Dilts send Letters

Upcoming Meetings:

February Meeting on Feb 18, 6pm

Adjournment

MOVED by J Marin to Adjourn, SECOND by H Martyniuk, APPROVED

Minutes by: M. Dilts