

EASTON AREA PUBLIC LIBRARY  
Meeting of the Board of Directors  
Monday, February 13, 2023  
3:00 pm.

A meeting of the Board of Directors of the Easton Area Public Library was held on Monday, February 13, 2023. President Mrs. Walker called the meeting to order at 3:02 p.m. Present: Mrs. Walker, Ms. Long, Mr. Thomas, Mrs. van Horne-Brett, and Mr. Reilly. Mrs. Ramirez-Luhrs attended via Zoom. Mr. Lake was absent. Also present Jennifer Long, Director and Sheila Wolff, Business Manager.

Interested Citizens: Judy Brunswick, Palmer Township, Mary Strucko, Palmer Township. Mrs. Brunswick stated that Adult Skills is coming up on their 30 year anniversary. She also stated that Adult Skills can help the Library with their life long learning mission. Mrs. Strucko stated she is in disagreement of the Library not having a room for Adult Skills. The Adult Skills has been meeting in the Main Library floor on Thursday mornings.

Consent Agenda: A motion was made to accept the consent agenda by Ms. Long and was seconded by Mr. Reilly. By voice vote, all were in favor.

Communications: None.

Reports on Executive Sessions: None.

Committee Reports: Mr. Thomas reported the Personnel and Policy Committee has reviewed, updated and consolidated the ByLaws of the Board of Directors. Mr. Thomas highlighted the changes. The P & P Committee will continue to review the general policies. Mr. Thomas is now chairing this committee.

Director's Report: Mrs. Long reported the automation system the Library uses will now have a separate organization collection for the Marx Room for Local History. Tracy Elementary fourth graders toured the Library in January along with Sigal Museum and Bachmann Tavern. On March 6, 2023 the Main Library will be opening at 8:00 am, Monday through Friday. This will put the hours open back to 65 hour. The Friends of the Library met in January and graciously allocated money towards updating the Catherine Drake Room. The project will entail new blinds, flooring, chairs and painting. The Library's back gate will be replaced with similar sliding gate we use in the front this calendar year.

In March, the Library will be upgrading our calendar to LibCal by Springshare, which other libraries are using with success. The Spring Book Sale dates will be April 26 for the Friends of the Library Preview Night, April 27 through May 1, 2023.

Old Business: Annual Appeal has brought in \$16,068.33 to the Library. The Strategic Planning Consultant, Mr. David Belanger, has the vision exercises and will present them to the Steering Committee on February 24<sup>th</sup> via Zoom. He is working on a public survey, which we will have a raffle to incentivize completing the survey to win gift cards. The survey will be on our website. We had a donation of a US Saving Bonds payable upon death of a former active patron who has passed. The Bond's value is \$9,106.00 for the Library.

New Business: Mrs. Long requested the May Board of Directors meeting be changed from May 8 to May 1, 2023. The Catherine Drake room will not be available but the Palmer Branch can accommodate us. Ms. Long made a motion to change the May's Board of Directors meeting to May 1st and the location of the meeting to be at the Palmer Branch and was seconded by Mr. Thomas. By voice vote, all were in favor. The Express

Times will have a legal notice advertised and our website will be changed to reflect the new date and new location.

Mrs. Walker stated the Board Mission and Goals will be reviewed after the Strategic Planning.

The Code of Ethics there will be no changes. Mrs. van Horne-Brett made a motion to accept the Code of Ethics with no changes as reviewed February 13, 2023 and was seconded by Mr. Thomas. By voice vote, all were in favor. The Board of Directors Job Description was reviewed and the name will be changed to Responsibilities instead of job description. Ms. Long made a motion to adopt the name change for the Board of Directors Job Description to be the Board of Directors Responsibilities and was seconded by Mrs. van Horne-Brett. By voice vote, all were in favor. The ByLaws changes that Mr. Thomas highlighted under committee reports had no questions. Mr. Reilly made a motion to accept the changes typed in red for the Board Bylaws and was seconded by Ms. Long. By voice vote, all were in favor.

Mr. Thomas made a motion to adjourn at 3:45pm. and was seconded by Mr. Reilly. By voice vote, all were in favor.

Next EAPL Board meeting: March 13, 2023

Next EASD Board meeting: March 21, 2023 Mr. Reilly will be reporting

Respectfully submitted,

Sheila Wolff, Recording Secretary