

EASTON AREA PUBLIC LIBRARY
Meeting of the Board of Directors
Monday, September 13, 2021 3:00 pm.

A meeting of the Board of Directors of the Easton Area Public Library was held on Monday, September 13, 2021. The meeting was called to order at 3:00 p.m., by President Mrs. Walker. Present: Mrs. Walker, Ms. Long, Mrs. van Horne-Brett, Mr. Thomas, Mrs. Ramirez-Luhrs. and Mr. Lake. Absent was Mr. Reilly. Also present: Jennifer Long, Director and Sheila Wolff, Business Manager.

Interested Citizens: None.

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

Communications: None.

Reports on Executive Sessions: None.

Committee Reports: Mrs. Ramirez-Luhrs reported for the Personnel and Policy Committee. The committee had met to discuss raising the starting wage to \$12.00 and to start working on a tuition reimbursement program for Master of Library Science degree. All Directors in attendance agreed with the committee to continue to work on these items.

Ms. Long reported for the Building and Grounds Committee. The committee was to have a meeting with Ken Case of Easton Area School District; the meeting was cancelled due to Cottingham stadium opening. We are looking forward to a new meeting with him to list necessary repair and discuss school vs library responsibilities.

Mrs. van Horne-Brett reported for the Public Relations & Marketing Committee. The Committee works towards being an ambassador to the community and we would like to have more opportunities with community partnering. They are creating a list of business owners that we can contact.

Director's Report: Mrs. Long informed the Board of Directors of the Summer Reading Program and what a great success it was for Youth and Adults. Both Main and Palmer Branch have great outdoor spaces that were utilized to help with Covid distancing. The main floor was slightly restructured over the summer. This helped not only with distancing protocols but gave circulation benefits of seeing the whole library, room for projects, and a more open plan. The feedback from patrons has been positive. This week the Library will start accepting book donations Wednesday and Saturday 10:00-3:00. No donations at Palmer branch at this time.

Ms. Classen created and ran a partnership with Project of Easton food pantry this summer handing out 500 bags to kids with crafts and age appropriate books. We hope to continue next summer.

We mailed 2000 postcards to patrons that haven't returned to the Library since the pandemic.

Old Business: None

New Business: Audit Report of 2020-2021 was presented by David Vreeland of Palmer and Company. The Library was fortunate to receive a unrestricted monetary gift. The Library's investments performed well.

The conflict of interest forms were distributed. The list of the Library's banks, insurance agent, investment company, auditor and attorney was shared with the Board of Directors.

Mr. Lake reported for the Finance Committee. They recommend rolling over the \$825.08 in interest in the Vanguard funds. They recommend withdrawing the \$7349.98 to defer cost of Honeywell.

A motion was made Mr. Lake to withdraw the Marx endowment interest to put toward the HVAC bills and seconded by Mr. Thomas. By voice vote, all were in favor.

A motion was made by Mr. Lake to roll over interest from 2020-2021 of the Vanguard endowments and seconded by Mr. Thomas. By voice vote, all were in favor.

Sign ups for the Library presentations at the School Board meetings were circulated.

The Board of Directors will be submitting any names or businesses to be included for the annual appeal list.

A motion was made by Mrs. van Horne-Brett to close the Library on Saturday, November 6 due to Bacon Fest and was seconded by Mr. Lake. By voice vote, all were in favor.

Due to the overwhelming success of Bacon Fest and the parking problems it causes, The Library will be closed on Saturday, November 6.

A motion to adjourn at 4:25 pm. was made by Mr. Lake and seconded by Mrs. van Horne-Brett. By voice vote all were in favor.

Friend of the Year Award: The Library Board of Directors recognize Howard Oidick as the 2021 recipient of this award. His name will be engraved on the plaque and we will present him with a gift card as a token of appreciation.

Next EAPL Board meeting: October 11, 2021 at Palmer Branch.

Next EASD Board meeting: October 19, 2021 Mr. Thomas reporting.

Respectfully submitted,

Sheila Wolff, Recording Secretary