



November 18, 2019

A meeting of the Board of Directors of the Reading Public Library commenced at 4:30 PM at 113 S. 4<sup>th</sup> Street, Reading, PA. Nancy Campbell, President, presiding.

**Present:** Zelda Yoder, Dennis Skayhan, Paul Hoh, Sherry Cameron, Maureen Dolan, Salvadore Sepulveda, Tamara Smith, Michel Micozzi, Alfonso Pena, Nancy Campbell, Renee Dietrich, Bronwen Gamble, Vicky Fuller & Linda Capozello.

**Absent:** Alan Carman, Keith Mooney, Chris Phillips, Ernie Schlegel Excused.

**Guest:** Amy Resh, BCPL.

**Public Comment:** None

**Minutes:** Motion to approve the October Minutes was made by Zelda Yoder, seconded by Paul Hoh. Approved.

**Treasurers Report:** Motion to accept the October Treasurer's Report was made by Renee Dietrich and seconded by Dennis Skayhan. Accepted.

**Director's Report:** Report given by Bronwen Gamble. The new District Consultant, Stephanie Williams has started in her position and is working with Amy Resh on the Plan for State Aid. She has also provided guidance regarding service animals and clearances and met with several libraries. Dennis Skayhan spoke at Staff Development Day regarding the open carry law. In 2020, we intend to apply for a Keystone grant specifically for the HVAC at Main.

**Library Services:** Zelda Yoder provided policy revisions to be reviewed prior to the December meeting when they will be voted on for approval.

**Facilities:** Maureen Dolan gave the update on the Meeting Commons at the Main Library. Carpet was installed, the glass runners will be installed on November 25<sup>th</sup> and the glass panels will be installed on December 2<sup>nd</sup>. The HVAC installation has been started. Bronwen and Mike will be making the decision on the A/V package tomorrow which will determine the sound panel installation.

**Finance:** The Finance Committee met on Friday and discussed the 2020 budget. In Alan's absence, Bronwen mentioned that the county aid had decreased due to the funding formula. Enterprise Income is expected to increase as the meeting rooms at Northeast and Southeast continue to be reserved. Expenses were revised. Library Materials must remain at 12% per code standards. Operating Expenses were based on actuals from 2019. Paul spoke about the transfer of investment income. Renee discussed the investment spending policy.

**Personnel:** No Report at this time, requested Executive Session.

**Advancement:** Renee Dietrich gave the report. The new banners on the Main Library have been installed. The one minute video capturing our Summer at RPL is on the website, Facebook and was sent via an email blast. A two minute video is in production. The Cultivation Event is Thursday, November 21<sup>st</sup> from 5:30-7 PM at the Main Library. There will refreshments, an open bar, live entertainment, and a raffle. We will have parking vouchers available. Giving Tuesday is December 2<sup>nd</sup>.

**Strategic Planning:** No Report

**Unfinished Business:** None.

**New Business:** The Library Company has appointed Alba Fernandez to the board effective January 1, 2020. Maureen Dolan has nominated Zelda Yoder to do the Trivia for 2020. Maureen showed the board a circular cut piece of brick and asked if anyone knew what it was. It was cut to run lines for the HVAC to the meeting rooms. The board went into Executive Session following the regular meeting.

After adjournment of the Executive Session, the members returned to general session.

Motion by Dennis Skayhan and seconded by Nancy Campbell to have a joint committee meeting of the finance and personnel committees to discuss in detail the benefit packages of all full time employees of the Reading Public Library and then report their findings to the full board at the December meeting. Approved.

Motion to Adjourn was made by Salvadore Sepulveda and seconded by Alfonso Pena. Approved.

Respectfully submitted as drafted by Vicky Fuller,

A handwritten signature in cursive script that reads "Sherry Cameron".

Sherry Cameron  
Board Secretary