



November 16, 2020

A meeting of the Board of Directors of the Reading Public Library commenced virtually at 4:30 PM using ZOOM, an online meeting platform, Renee Dietrich, president, presiding.

Present: Renee Dietrich, Alan Carman, Chris Phillips, Nancy Campbell, Zelda Yoder, Alfonso Pena, Michel Micozzi, Alba Fernandez, Paul Hoh, Keith Mooney, Scott Lindsey, Salvadore Sepulveda, Sherry Cameron, Dennis Skayhan, Bronwen Gamble, Vicky Fuller, Linda Capozello and Stephanie Williams

Absent: None

Guests: Marissa Guidara and Amy Resh

Public Comment: None

Minutes: Alan Carman motioned to approve the October minutes, seconded by Alfonso Pena. Approved

Treasurers Report: Alan Carman presented the report. Motion to accept the October Treasurer's Report was made by Chris Phillips and seconded by Paul Hoh. Accepted

Director's Report: Stephanie Williams reported on the activities of the District Consultant. She mentioned that there would be an open forum meeting for Trustees on Monday. Renee asked about County funding, Amy Resh commented that budgets were being finalized and due to be voted on by the end of December. Bronwen Gamble spoke about the BCPL Membership Agreement that has been circulated. The library automation agreement needs to be signed by the deadline set by Amy Resh. Bronwen mentioned that the library branch hours will be adjusted to open at 11:00 AM and close at 6:30 PM beginning November 30th as there seems to be no patron activity after 6:30. She also mentioned that from July 1 – October 31 the library has circulated over 71,000 digital items. Senior Outreach continues to provide services and recently shared watercolor activities with Berks Encore. Mayor Eddie Moran has asked for compliance and during safety protocols due to the rise in Covid cases in the area. Bronwen has also met with the new City Manager, Abraham Amoros.

Library Services: Zelda Yoder reported that the Committee met November 5th via Zoom. Policy changes were discussed and forwarded to the trustees prior to today's board meeting.

Zelda Yoder made the motion to approve the policy review and revisions. Seconded by Nancy Campbell. Approved.

Facilities: Michel Micozzi reported on the Main Library fire door not working and replacement. An HVAC pipe malfunctioned at Main but has been fixed. The City approved the new Fire Suppression and Alarm system and we are waiting on a start date. The Keystone grant we applied for has been denied due to budget restraints and limited funding. Meeting room locations for Northeast and Southeast branches are being discussed.

Finance: Alan Carman mentioned the committee met prior to the board meeting today. Three budgets were presented based on possible reduced income streams with the focus being on the budget based on 10/12 months funding. The committee will continue to finalize the budget and will meet again on December 7th with plans to submit a budget for board approval on December 14th.

Personnel: Dennis Skayhan asked to defer Personnel discussions during Executive Session.

Advancement: Nancy Campbell gave the report on our fundraising efforts. The grant that will cover the Community Engagement position has been approved. Saint John's Lutheran church donated \$5500. Dr. Marcus has offered to match the appeal letter with a \$10,000 donation. Dr. Kimball worked with Linda to sign appeal letters, which have now been sent out. Thursday there will be a Loyalty Society zoom meeting at 4:30 for a behind the scenes video presentation.

Strategic Planning: Paul Hoh discussed pursuing Matthew Finch to assist us with our strategic planning. A zoom meeting is planned with library staff in December. The reviewed contract of \$6000 for services includes meeting largely with staff with board member involvement and including community members to get a wide variety of input to develop a three-year plan. This would create scenarios, realistic alternatives and focus on real decision-making. Paul stated that the committee will have a recommendation by the next board meeting.

Nominating Committee: Nancy reported that the committee appoints the 2021 officers as follows: Dennis Skayhan, President, Keith Mooney, Vice President, Chris Phillips, Treasurer and Sherry Cameron will remain as Secretary.

Motion to approve the appointed officers for 2021 was made by Zelda Yoder and seconded by Salvador Sepulveda. Approved.

Unfinished Business: Paul Hoh mentioned that the Library Company had their annual meeting in November and elected Keith Mooney to a new 3-year terms. They also appointed Ramona Turbin to the board beginning January 1, 2021. Ways to expand their membership was also discussed. The Library Company also moved to suspend dues of \$1 due to cost of postage but members may leave their dues with staff at the library.

Tamara Smith has resigned from the board. Paul Hoh motioned to regretfully accept her resignation, seconded by Dennis Skayhan. Accepted.

New Business:

Renee Dietrich mentioned that she would like to have a 2020 year end toast of success. Zelda and Nancy will plan to have gift bags that can be picked up at the foundation building for trustees and meeting attendees.

Zelda Yoder's trivia question was "In the month of October, how many print items in the genre of politics and government were checked out?" The answer was 54.

Motion to enter into Executive Session at 5:11 by Keith Mooney, seconded by Salvadore Sepulveda. Approved
Motion to exit out of Executive Session at 5:30 by Keith Mooney, seconded by Alan Carman. Approved.

Motion to adjourn made by Alfonso Pena and seconded by Zelda Yoder. Approved.

Respectfully submitted as drafted by Vicky Fuller,

Sherry Cameron
Board Secretary