



November 15, 2021

A meeting of the Board of Directors of the Reading Public Library commenced @ 4:30PM at 113 S. 4th Street, Reading, PA. Dennis Skayhan, President, presiding.

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

Absent: Salvadore Sepulveda, excused.

Guests: Marissa Guidara, Jim Shankweiler

Public Comment: None

Minutes: Motion to approve the October 2021 minutes was made by Zelda Yoder and seconded by Alan Carman. Approved.

Treasurers Report: Chris Phillips reviewed the report. Motion to accept the October Treasurer's Report was made by Paul Hoh and seconded by Ramona Turner Turpin. Accepted.

Director's Report: Bronwen Gamble reported the library had its annual Staff Development Day on November 6th. We had several wonderful speakers covering topics on human trafficking, our strategic plan, budgeting and leadership. We also recognized our volunteers and staff longevity. We are looking at applicants to fill vacancies in ILL, Senior Outreach, Youth Services at Northeast and the District Consultant. The children's department is testing the rollout of our dramatic play centers. Kids, parents and social workers are happy that they are available again. Two book discussions were also held.

Board entered Executive Session at 4:34 and exited at 4:51. Motions made by Renee Dietrich and seconded by Keith Mooney. All in Favor.

Personnel: Motion to approve Melissa Adams as Executive Library Director was made by Renee Dietrich and seconded by Nancy Campbell. Unanimously Approved.

Keith Mooney discussed holiday pay for library paid employees working more than 25 hours a week beginning in 2022. Motion to approve holiday pay for library employees was made by Keith Mooney and seconded by Alan Carman. Approved.

Revisions to the Personnel policy were provided prior to the board meeting. Keith Mooney made the motion to approve the recommended changes to the Personnel policy, seconded by Zelda Yoder. Approved.

Library Services: Zelda Yoder reported that the committee met on November 11th and discussed the Fine Free pilot program and extending it until a review in the 4th quarter of 2022. Motion made by Zelda to continue the Fine Free program into 2022, seconded by Chris Phillips. Approved.

The committee also reviewed the library policies. Changes were previously emailed to trustees to review. Motion made by Keith Mooney to accept the library policies with revisions, seconded by Michel Micozzi. Approved.

Facilities: Michel Micozzi reported that the Northeast branch windows have been replaced and the concrete in front has been repaired. Northeast and Southeast had outlets replaced. Northwest continues to have road construction by the building. Windstream has moved phone lines from ILL to Technical Services. After comparing electricity bills since the replacement with LED bulbs in all the light fixtures at the main library, costs have decreased over \$300 in one month.

Finance: Alan Carman reported that the committee met prior to the board meeting and the 2022 budget and the investment policy revisions will be ready to approve at the December meeting.

Advancement: Nancy Campbell reported that we still had outstanding sponsorships from Cocktails and Classics. The RPL Foundation match for the Fund in Need was transferred today leaving a balance to collect of \$13,000. The Cultivation Reception will be held Thursday, November 18th from 5:30-7. Please RSVP to Linda Capozello. The Annual Appeal letters were distributed to board members.

Strategic Planning: Paul Hoh reported that the board had received a draft of the Strategic Plan to review. Alfonso Pena raised concern regarding the mission of the library. Paul said that the plan will be revised to state the library's mission at the beginning.

"As we look to the future of the Reading Public Library, The Board of Trustees reaffirms the mission of RPL: The Reading Public Library will generate a library for the future by meeting the informational, educational, and recreational needs of library consumers today. In carrying out this mission, this Strategic Plan envisions possible scenarios for the world we live in over the coming years and highlights priority actions to the focus for the next 3-5 years as we prepare for whatever the future may hold."

Motion to adopt the Strategic Plan with the amendment regarding the addition of the mission statement at the beginning was made by Paul Hoh and seconded by Alan Carman. Approved.

Unfinished Business: The Nomination Committee appoints trustees to serve as an officer for a one year term not to exceed 3 terms. The committee recommendation was for Dennis Skayhan to remain as President, Keith Mooney as Vice President, Chris Phillips as Treasurer and to appoint Scott Lindsey as the Secretary as Sherry Cameron has already served three terms.

Motion to approve the recommendation of officers for 2022 was made by Renee Dietrich and seconded by Paul Hoh. Approved.

New Business: Zelda Yoder was elected to a new three year term with the Library Company. Paul Hoh gave a summary of the annual Company meeting. Renee mentioned revitalizing the group, perhaps creating a brochure. Alfonso volunteered to work on a brochure with Renee.

Zelda Yoder's trivia question: "What did Bronwen's sixth grade teacher write on her report card?"
Answer: "Bronwen reads when she should be doing other work."

Motion to enter 2nd Executive Session at 5:30 by Keith Mooney and seconded by Alan Carman. Motion to exit the Executive Session at 6:07 and end the board meeting made by Ramona Turner Turpin and seconded by Paul Hoh. All approved.

Respectively submitted as drafted by Vicky Fuller


Sherry Cameron,
Board Secretary