



October 18, 2021

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

**Present:** Dennis Skayhan, 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 and Linda Capozello.

**Absent:** Salvadore Sepulveda, Chris Phillips and Zelda Yoder, all excused.

**Guests:** Marissa Guidara, Jim Shankweiler

**Public Comment:** None

**Minutes:** Motion to approve the September minutes was made by Alan Carman and seconded by Michel Micozzi. Approved.

**Treasurers Report:** Alan Carman reviewed the report in Chris Phillips' absence. Funding from the state, county and city were received in September. Funds from Cocktails and Classics should be transferred sometime in October. We have yet to transfer any funds out of investments. We may potentially need to do so before year-end but will analyze when the time comes. We had some repairs done to lighting. The maintenance budget reflects the janitorial costs of increased cleaning measures which was significantly higher for 2021 than in 2020. All other expenses appear normal in the ordinary course of business.

Motion to accept the September Treasurer's report was made by Nancy Campbell and seconded by Keith Mooney. Accepted.

**Personnel:** Jim Shankweiler reported that they had a strong Search Committee for the Executive Director position. The committee has narrowed the list to three candidates with a good pool of people to choose from. It was interesting to see personalities and backgrounds from the candidates. One was from Georgia, two from the area. They each were interviewed and given a tour of the facilities followed by lunch. This gave a good cross sectional look at each candidate and it was good to see staff interaction. The end process should move quickly. The final board approval will be at the November 20<sup>th</sup> board meeting. This should allow ample transition time to start in December with some overlap into 2022 without missing a beat.

**Director's Report:** Bronwen Gamble reported that after 26 years in Interlibrary Loan we said goodbye to Gloria Bush as she has retired. Our District Consultant, Stephanie Williams, has accepted a position at the BCPL System Headquarters. She will be leaving at the end of October. Both of these positions have updated job descriptions and were posted on Friday. Bronwen also mentioned that she attended both sessions of the Trustee Training offered through PANO as a District/System training opportunity. She has the packet and is happy to share. There is free training for our Board Trustees available from PANO. We had a lovely reception to open the DR. Marcus Meeting Room at Southeast on Wednesday, October 13. We have almost more MTV requests than we can handle including a reimbursement project with BCCF to help parents sign up with the new Child Tax Credit at all the Berks Community Health Center locations. We also have our very own READ poster! Come get your very own at the Main Library this week.

**Library Services:** No Report

**Facilities:** Michel Micozzi reported that all 4 branches have had working AC throughout the summer. The new fire suppression system at the Main Library has been inspected and approved. The "open door" alarms at each of the fire doors which replaces the out of code 15 second delay opening still needs to be installed. There was water and glycol all over the back boiler room floor at the Main Library due to a failed AC condenser unit. Blanski cannot repair it and shut it down completely. Bids for the new controller and replacement HVAC parts at Main are due November 1<sup>st</sup> so that project is moving along slowly. Northwest has been plagued with street construction closures and workers who do not move their vehicles to allow cars into the parking lot. Public Works has helped us deal with the road construction contractors. The Dr. Marcus meeting room opened at Southeast.

**Finance:** The committee met today prior to the board meeting. Alan Carman reported that they are reviewing and planning for a new investment policy. It should be introduced at the next board meeting with a vote scheduled in December. The committee also looked at the budget draft for 2022 which includes holiday pay for library paid staff. The 2022 budget will be introduced in November with a vote at the December meeting.

**Advancement:** Nancy Campbell reported that we had 276 guest at Cocktails and Classics. Our gross was estimated to be \$137,000 with a net balance of \$104,600 which is an increase of 21.3% over 2020. The Cultivation Event will be on November 18 from 5:30-7:00 PM. Mark your calendars. A brief overview will be given followed by food, drink, music and tours. This is free to guests.

**Strategic Planning:** Paul Hoh and Bronwen handed out both narrative and infographic and played the video. Paul wished there had been more board participation but this plan was staff driven and therefor they have buy-in. Scott Lindsay asked for an explanation about reducing barriers to new positions at entry level, staff re-evaluating education and experience requirements. Alfonso Pena wants to make sure RPL remains faithful to our mission. Paul said the 2040 scenarios are possibilities to consider. More input and conversation will be held in November.

**Unfinished Business:** Sherry Cameron has fulfilled her position as Secretary for three consecutive years and will not be able to serve again. Please email Dennis within the week if you are willing to fill the position. Renee will form an ad hoc committee with Alan and Scott for all positions. Dennis, Keith and Alan may all serve again.

**New Business:** Bronwen discussed the Plans for Use of State Aid in 2022. The draft was sent out on Friday. \$219,625 will all be used for salaries as usual.

Motion to approve the Plans for Use of State Aid was made by Alan Carman and seconded by Paul Hoh, Approved.

Zelda Yoder's Trivia Question: On the RPL website, under volunteer opportunities, how many are listed? Answer is 12.

Motion to adjourn was made by Renee Dietrich and seconded by Keith Mooney. Approved



Sherry Cameron,  
Board Secretary