



December 14, 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, Zelda Yoder, Alan Carman, Dennis Skayhan, Alba Fernandez, Michel Micozzi, Scott Lindsey, Salvadore Sepulveda, Paul Hoh, Sherry Cameron, Felix Pena, Chris Phillips, Keith Mooney, Nancy Campbell, Bronwen Gamble, Vicky Fuller, Stephanie Williams and Linda Capozello.

Absent: None

Guests: Amy Resh, Marissa Guidara, Frank Dembowski

Public Comment: None

Minutes: Corrected spelling of Ramona Turpin. Motion to accept the November minutes was made by Alan Carman, seconded by Salvadore Sepulveda. Accepted.

Treasurers Report: Alan Carman presented the report. Motion to accept the November Treasurer's report was made by Paul Hoh and seconded by Michel Micozzi. Accepted.

Director's Report: Stephanie Williams, District Consultant, discussed the state's approval flat funding. We will need to submit a new Plan for Use of State Aid. Stephanie is assisting in the search for two new Directors of two county libraries. Bronwen thanked Stephanie for being on staff and having a great year. Bronwen reported that Main had its first cultural book discussion led by Sharice Towles. Six attended for "An American Marriage". We have revised the form of daily Covid questions and added additional components. We have one Covid positive employee who is under quarantine, and one in quarantine due to contact. RPL qualifies for CARES Act funding of \$9500 for PPE and additional supplies.

Library Services: No Report

Facilities: Michel Micozzi mentioned the leaky valve in Main's HVAC has been repaired. The oil tank at Northwest was overfilled. Public Works has cleaned up most of the oil. The proposal to repair the plaster ceiling at Main. Schatz Electric is working on a proposal for LED lighting at Main. Southeast meeting rooms have been determined and the committee and library staff will meet again to determine size.

Finance: Alan Carman reported that the committee met on Monday December 7th to review the 2021 Budget. Motion to accept the 2021 Budget was made by Alan Carman, seconded by Chris Phillips. Approved.

Personnel: Dennis Skayhan reported that personnel issues were discussed during the previous month Executive session. Motion to increase Bronwen Gamble's salary by 3% was made by Dennis Skayhan, seconded by Keith Mooney. Approved.

Advancement: Nancy Campbell reported that everyone has done an extraordinary job considering the challenges. Highlights of 2020 were discussed. We established the 1763 Legacy society this year and are on target with the Annual Appeal to meet the 30K goal. Cocktails and Classics 2021 is scheduled for October 1st. A motorcycle run in the spring is being explored. Celebrity Bartender may potentially be scheduled in the summer outside

Strategic Planning: Paul Hoh reported that we met with Matthew Finch and committee members and had a very productive meeting. Paul is comfortable this process will serve us well. Motion to engage Matthew Finch as our strategic plan consultant at the cost of \$5695 pursuant to the proposal once received was made by Paul Hoh, seconded by Alan Carman. Approved.

Unfinished Business: None

New Business: Dates for the board meetings in 2021 were circulated prior to the meeting. Motion to accept the Board Meeting Dates for 2021 was made by Dennis Skayhan, seconded by Scott Lindsey. Accepted.

With new officers for 2021, check signers need to be removed and new signers added to our accounts. Motion to adopt the JMS Resolution outlining the officers on the account with ability to sign checks was made by Alan Carman and seconded by Felix Pena. Approved.

The Accounting Manual was reviewed by the CPAs on the board. Motion to accept the Accounting manual as reviewed and approved was made by Alan Carman, seconded by Chris Phillips. Accepted.

The Conflict of Interest policy was circulated prior to the board meeting. Motion to accept the Conflict of Interest Policy as reviewed and approved was made by Dennis Skayhan and seconded by Zelda Yoder. Accepted.

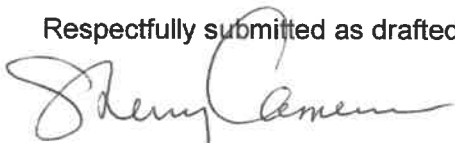
The Library System Membership Agreement was discussed by Dennis Skayhan. Currently under agreement since 1997, a new agreement was presented with one significant change. Dennis Skayhan and Keith Mooney recommend NOT signing based on the current wording "under failure to meet membership agreement terms..." Keith will work on suggested changes.

Dennis Skayhan presented Renee Dietrich a Certificate of Appreciation for her service this year as President.

Zelda Yoder presented her trivia question. In the 1800 census what rank in U.S. Cities by population was Reading? Answer 14.

Motion to adjourn made by Salvadore Sepulveda and seconded by Keith Mooney. Approved.

Respectfully submitted as drafted by Vicky Fuller,



Sherry Cameron
Board Secretary