



December 18, 2023

A meeting of the Board of Directors of the Reading Public Library commenced at 4:30 PM, Alan Carman, President, presiding.

Present: Alan Carman, Chris Phillips, Nancy Campbell, Renee Dietrich, Salvadore Sepulveda, Michel Micozzi, Kaitlin Daley, Ramona Turner Turpin, Felix Pena, Zelda Yoder, Anthony Orozco, Julia Becker (via Zoom) Melissa Adams and Vicky Fuller.

Absent: Keith Mooney, Sherry Cameron. Excused.

Guests: Marissa Guidara, Carolyn Spano, Warren Weik and Ken Haupt.

Public Comment: Carolyn Spano was introduced as the new Director of Advancement and Warren Weik is our new trustee starting January 1.

Minutes: Motion to approve the November minutes was made by Renee Dietrich and seconded by Michel Micozzi. Approved.

Treasurers Report: Chris Phillips presented the Treasurer's Report and noted that we have received 2.9 million and have had 2.7 million in expenses to date. Nancy Campbell inquired about the Snyder investment total. Motion to accept the November Treasurer's Report was made by Salvador Sepulveda and seconded by Nancy Campbell. Accepted.

Director's Report: Melissa Adams reported that the HVAC project at Main is completed with the exception of the gas line hook up that will be done in conjunction with Shuman's project next door. We are advertising the upcoming Spark ILS migration on bookmarks that will be handed out by staff to prepare the community for the catalog freeze that will occur February 5-7. State funds were released so funding for the District should be coming in January with normal state and county funding arriving as planned. Next year we will be participating with the BCPL Cooperative Purchasing program as a pilot to streamline collection development and save processing and shipping costs.

Marissa Guidara thanked the board for their support throughout 2023. Renee asked about Trustee Talk. Melissa expanded on some of the changes that would be implemented in the new year.

Library Services: No Report.

Facilities: No Report

Finance: Chris Phillips thanked Renee and Melissa for soliciting the City for more funds through per capita tax. This should yield about \$90,000 for the library. A draft of the 2024 budget was sent to trustees prior to the meeting. Chris thanked Melissa for all of her help and the work she has done on the budget. He pointed out the additional city funding, maintaining less than a 3% draw on investments, operating expenses are best estimates and payroll is still the largest expense. City management will receive 3.5%, city union employees 4% and most library paid employees 3%. The budget is balanced and Chris Phillips made the motion to approve the 2024 Budget as presented. Seconded by Salvadore Sepulveda. Approved. Melissa explained the capita tax came about after presenting the budget to city council. Chris mentioned that our cash flow is dependent on when the State funds are actually released. In reference to the \$300,000 that the board approved to draw from investments if necessary, there is \$167,000 still available.

Personnel: No Report.

Strategic Planning: Felix Pena reported that the committee met on December 6. Melissa presented the goals and a copy will be forwarded to the board.

Advancement: Nancy Campbell reviewed the Advancement report that was sent out prior to the board meeting. Since the report the current Annual appeal total is 28,000. There are outstanding funds from Cocktails and Classics that should arrive before year end.

Unfinished Business: We received notice from the Library Company reappointing Keith Mooney for 3 years.

New Business: Zelda Yoder presented the officer nominations for 2024, Nancy Campbell as President. Chris Phillips as Vice President, Alan Carman as Treasurer and Kaitlyn Daley as Secretary. Motion by to accept by Zelda Yoder and seconded by Renee Dietrich. Accepted.

Alan asked trustees to consider which committee they would be willing to serve on in 2024.

Renee acknowledged Ramona Turner Turpin for her service to the board. The book "Charlotte's Web" will be purchased and will include a book plate honoring Ramona.

Zelda's Trivia. What crafts were offered at RPL during "Twelve Days of Crafting?" Answer: Christmas wreaths, snow globes, cookie decorating, necklaces and keychains, button trees, peppermint slime, tote bags, holiday pillows, gingerbread houses, holiday bracelets, sun catcher ornaments and hot chocolate mugs.

Ken Haupt gave a brief summary regarding borrowing against our investments. If the state funding continues to be delayed the account can be set up to initiate the process to borrow funds. Zelda Yoder made the motion to borrow against our investments until April 30th or when adequate funds are received. Seconded by Nancy Campbell. Approved.

Motion to adjourn was made by Zelda Yoder, seconded by Felix Pena. Adjourned.

Respectfully submitted as drafted by Vicky Fuller,


Zelda Yoder
Secretary