

December 16, 2024



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

Present: Nancy Campbell, Michel Micozzi, Kaitlin Daley, Zelda Yoder, Keith Mooney, Anthony Orozco, Sherry Cameron, Alfonso Pena, Renee Dietrich, Chris Phillips, Warren Weik, Jerry Richter, Alan Carman, Julie Becker, Salvadore Sepulveda Melissa Adams and Vicky Fuller.

Absent: Keith Mooney, Anthony Orozco and Sherry Cameron. Excused.

Guests: Marissa Guidara, Becky Wanamaker, Carolyn Spano and Ilene Koller from Alvernia University.

Public Comment: Renee Dietrich introduced Ilene Koller from Alvernia as a potential trustee appointment from the Reading Library Company.

Minutes: Motion to approve the November Minutes was made by Alan Carman and seconded by Chris Phillips. Approved.

Treasurers Report: Alan Carman reported on the revenue with nothing unusual. The investments are up, and we will be transferring funds to the library general fund to cover the city payroll reimbursement. Motion to accept the November Treasurer's report was made by Salvadore Sepulveda and seconded by Warren Weik. Accepted.

Director's Report: Melissa Adams reported that an application for a \$25,000 grant from the United Way for the continuation of our Early Literacy program was submitted. An additional request for \$1000 to support play stations at the NE Branch was also submitted. We hosted a walk-in Passport Application Acceptance event on Saturday, December 14 and processed 22 passports. 847 Total passports have been processed this year. We have received verbal confirmation that the city will no longer require us to reimburse for city staff health benefits. Written communication is pending. Panic buttons at the main library are no longer functional. They have been replaced with a new model that allows staff to carry the buttons via a watch or lanyard when away from the desk.

Becky Wanamaker submitted the District report of activities prior to the meeting. There is nothing to highlight.

Library Services: Zelda Yoder reported that the committee met on November 20, to complete the review of policies. Motion to approve the nine policies with changes and the mission statement, and all other polices with no change was made by Zelda Yoder and seconded by Kaitlin Daley. Approved.

Facilities: Michel Micozzi went to Penske with Melissa Adams and others to Penske and Alvernia to look at furniture being donated. The selections that were chosen include tables, miscellaneous chairs and a sofa, will be picked up and delivered to RPL

Finance: Chris Phillips reported the 2025 Budget draft was sent out prior to the board meeting for review. This year was challenging as they look for new income sources. The committee has been in discussion over the last three months with several scenarios being considered. Keeping investments withdrawals within the 5% range in accordance to policy, increased revenue from passports, reducing collection expenses and the city staff benefits being removed from payroll reimbursements led to a balanced budget while still being able to offer library staff a modest 2.5% increase. There is a plan in place to reallocate hours among staff and adjust branch hours. Motion to accept the 2025 Budget as presented was made by Alan Carman and seconded by Kaitlin Daley. Approved.

Personnel: No report. Nancy Campbell mention that Keith Mooney had submitted the Director's evaluation to the city.

Strategic Planning: Julia Becker stated that the committee met on Friday, December 13. They reviewed several applications from organizations willing to assist with developing our strategic plan. One hour interviews will be held on January 9 and the committee hopes to have a recommendation by the next board meeting. Quotes came in around \$25,000, which was added to the budget for 2025. The committee plans to apply for grants to help with any additional costs. Community conversation meetings will be held this week at the branches. Renee Dietrich has agreed to continue to serve on the Strategic Planning committee as a community representative.

Advancement: Renee Dietrich reported that \$583,547 has been raised to date. The Annual Appeal has received over \$45,000 as of today with two weeks being left in the year. Our goal will be surpassed. There was an article in the Reading Eagle highlighting the library's William Penn program last month.

Carolyn Spano reported that they are working on a marketing plan. They have also placed Facebook Ads as well as boosted certain posts such as the 12 Days of Crafting, and the Passport Acceptance event. She acknowledged she has a great team, Lori Carman and Alison Kleinsmith, to work with. A meeting with Scott Hoh was held earlier as they discuss how to launch the Legacy Society. Zelda Yoder and Nancy Campbell have agreed to continue to serve on the Cocktails and Classics committee as community members. Nancy also thanked the Advancement team for their hard work and dedication.

Unfinished Business: None

New Business: Trustees who were asked to serve on the Nominating Committee met and have recommended the following trustees to serve as officers. Alan Carman as President, Kaitlin Daley as Vice President, Chris Phillips as Treasurer and Michel Micozzi as Secretary. Motion was made by Zelda Yoder and seconded by Nancy Campbell to approve the recommended officers for 2025. Approved.

Nancy Campbell thanked Renee Dietrich and Zelda Yoder for their service to the Board of Trustees. Trustees that were present were asked to comment. Renee was admired for her advocacy for fundraising as well as being a staunch advocate for everything she believed in. Zelda's great sense of humor was appreciated as well as her ability to smooth over sensitive subjects and her commitment to the library. Her trivia questions were always enjoyed. Both brought a lot of personality to the board and were appreciated.

Renee acknowledged Nancy for her dedication to always wanting the best for the library and how she was meticulous for details. Her leadership on the Advancement committee was appreciated.

Zelda's Trivia Question: What program does the California State Library run that is used by 99 libraries across the state? Zip Books. Started in 2011, Zip Books works by allowing a patron who requests a book not in the library's collection to be purchased from Amazon and sent directly to the patron's home. Once the patron is finished with it, the book is returned to the library where it becomes part of the collection. It is felt that since this acquisition is user-driven, the library collection will more closely match the needs of the community over time.

Trustees who volunteered to serve on the Reading Public Library Foundation are Chris Phillips, Alan Carman and Warren Weik. Zelda Yoder made the motion to appoint and approved said trustees. Nancy Campbell seconded. All approved.

Motion to adjourn was made by Felix Pena and seconded by Alan Carman. Approved

Respectfully submitted as drafted by Vicky Fuller,



Kaitlin Daley
Secretary