

Ephrata Public Library Board Meeting Minutes

Thursday, March 17, 2022

6:00 p.m.

The Ephrata Public Library is a physical and virtual community center. Its mission is to provide resources and to promote opportunities for everyone seeking to improve, change, enrich, and enjoy their lives. The library offers free access to information reflecting differing viewpoints in order to support an open and democratic society.

Members Present: Michael Eichenlaub, Jobany Bedoya, Marilyn Yoder, Kristin Burkholder, Brian Frey, Eric Nissley, Danielle Shumate and Linda Baer

Staff Present: Penny Talbert, Barb Brock

1. Call to Order – Mr. Eichenlaub, Board President, called the meeting to order at 6:01 pm .

2. Introductions/Attendance

All participants were connected electronically via Zoom

Visitor – Linda Martin and Val Houtz

3. Secretary's Report

a. **Motion:** Approval of the February 17, 2022 Board Minutes. Upon a motion by Linda Baer and seconded by Marilyn Yoder, the February 17, 2022, Board Minutes were approved.

4. Treasurer's Report as of February 28, 2022 (Presented by Ms. Yoder)

Financial Reports are available in Dropbox.

YTD Total Income - \$273,708 27.49% of Budget

YTD Total Expenses - \$175,818 17.47 % of Budget

YTD Net Income – \$97,890

February 2022 Total Income – \$215,850

February 2022 Expenses – \$80,784

February 2022 Net Ordinary Income – \$134,066

Approval of Payment of Non-payroll Expenses.

Motion: Upon a motion by Brian Frey and seconded by Kristin Burkholder, the payment of non-payroll expenses for the month of February 2022 were approved. Motion passed.

5. Director's Report (Presented by Ms. Talbert)

Director's Report is available in Dropbox. Additional information appears below:

- a. Good news! Grant from Department Labor Development and Industry to open a labor work force development center at Community Commons, money will pay staffing and upgrade tech in boardroom
- b. We now own Cotton Candy machine and Laser Tag set for 12 will be made available to community groups
- c. Billboard space purchased in Pancake Farm parking lot for June 4-11
- d. New reading program this summer for dogs in conjunction with the Ephrata dog park
- e. Seed library will be open next week
- f. Garden vouchers will be offered this summer and will come out of garden sponsorship money
- g. Ephrata Public Library T-shirt are available in Penny's office
- h. Weis Market has agreed to be the Brew Fest sponsor. Website has been updated with all current sponsors
- i. March Board Spotlight: Presentation on service area, population and circulation

6. Committee Reports

a. Funding and Finance – (Presented by Mrs. Baer)

Committee met virtually on Tuesday, March 15, 2022 via Zoom.

- Work Force Development grant discussion
- Support for the minimum wage increase
- Proposals from auditors are still coming in and research will continue
- Sprecher Trust document is still being analyzed and investigated
- Toni Willworth estate: \$1,130 has been received in memorial contributions which is a partial amount of the full donation.

7. Old Business

- a. Member board agreements must be signed and turned in to Penny. She will communicate with those who need to turn it in

8. New Business

- a. Board meeting schedule for summer will skip general board meetings in June and July but Funding and Finance will continue to meet during that time period
 - b. 2022 Volunteer Manual Update (in Dropbox)
 - c. Minimum wage increase discussed in order to make pay more competitive to help with hiring issues. Increase minimum wage for all workers to \$15.00/hour on April 1
9. Executive Session – none
10. President’s Message – Start a garden!
11. Good of the order
- a. Comments by Linda Martin (guest)
 - i. Expressed appreciation for the new programs coming out this summer.
 - ii. Question about more detail about payment of non payroll expenses that is outlined in the minutes and whether the public can view that. Ms. Talbert will look into this further.
 - iii. Clarifications on HUB, Community Commons, Library framework
12. Adjournment - Upon a motion to adjourn the March 17, 2021 Board meeting by Linda Baer and seconded by Brian Frey, the meeting was adjourned at 6:50 PM.

The next Board meeting has been scheduled for April 14, 2022 at 6:00 PM. The meeting will be held virtually via Zoom.

Respectfully Submitted,

Kristin Burkholder, Secretary