

Ephrata Public Library Board Meeting Minutes

Thursday, November 21, 2024

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, Brian Frey, Kristin Carter, Danielle Shumate, Deborah Fast, Eric Nissley, Jobany Bedoya, Nancy Aaronson

Staff Present: Abby Balmer, Barb Brock, Laura Brandt

1. Call to Order – Mr. Michael Eichenlaub, President, called the meeting to order at 6:00 pm.

2. Introductions/Attendance

Visitor – None

3. Secretary's Report

- a. **Motion:** Approval of the September 19, 2024, Board Minutes. Upon a motion by Deborah Fast and seconded by Jobany Bedoya, the October 17, 2024, Board Minutes were approved.

4. Treasurer's Report as of October 31, 2024 (Presented by Brian Frey)
Financial Reports are available in SharePoint.

YTD Total Income - \$854,486 82.11% of Budget

YTD Total Expenses - \$833,820 76.78% of Budget

YTD Net Income – \$20,667

October 2024 Total Income – \$58,662

October 2024 Expenses – \$83,519

October 2024 Net Ordinary Income (\$24,897)

5. Director's Report (Presented by Abby Balmer)

Director's Report is available in SharePoint. Summary of information appears below:

- a. Extra Give November 22, 2024
- b. Rosenberger North America will be donating \$15,000 in 2025
- c. Total net sales for the book sale were slightly increased from last year

- d. Book donation handling will be changing for book sales in the future with a plan to re-format how the books sales will be organized.
 - e. We received a \$4,000 municipal contribution from West Earl Township
 - f. Eby Exterior examined the Community Commons building roof and made suggestions for repair
 - g. There will be new eResources available: Comics Plus and Mometrix (test prep)
6. Committee Reports
- a. Human Resources – (Presented by Kristin Carter)
 - Slate of Officers 2025
 - Jobany Bedoya, President
 - Debora Fast, Vice President
 - Brian Frey, Treasurer
 - Kristin Carter, Secretary
 - b. Funding and Finance – (Presented by Brian Frey)
Committee met on Tuesday, November 19, 2024.
 - Sprecher Endorsement
 - TIAA follow-up
 - ERC credits
7. Old Business
- a. TIAA Plan Document
 - Table to discuss next month
 - b. Internal Controls Manual
 - **Motion:** Move to adopt the amendments of the Internal Controls Manual. Motion made by Nancy Aaronson and seconded by Jobany Bedoya. All approved.
 - c. Conflict-of-Interest Policy
 - **Motion:** Move to adopt the new draft of the new Conflict-of Interest Policy recommended by Office of Commonwealth Libraries to replace the old one. Motion made by Kristin Carter and seconded by Nancy Aaronson. All approved.
 - d. 2025 Budget
 - **Motion:** Move to approve the 2025 Budget for the library. Motion made by Eric Nissley and seconded by Danielle Shumate. All approved.
8. New Business
- a. Jr. Friends Holiday Bazaar- Laura Brandt
 - Saturday, December 7, 2024, from 11 am -1pm
 - b. ENB Account Signers
 - Motion: Move to request the removal of Penny Talbert as a signer from all Ephrata National Bank accounts and all financial institutions involving the

Ephrata Public Library. Motion made by Kristin Carter seconded by Brian Frey. All approved.

c. 2025 Officers Slate

- **Motion:** Move to accept the current slate of officers for 2025 as presented: Jobany Bedoya, President, Debora Fast, Vice President, Brian Frey, Treasurer and Kristin Carter, Secretary. Motion made by Kristin Carter and seconded by Danielle Shumate. All approved.

9. Executive Session –

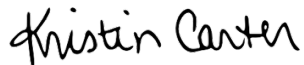
- Yes

10. President's Message – Thank you everyone! We have had more interest in the board than we have had. I love the library and thank you so much for taking time out of your lives!

11. Adjournment - Upon a motion to adjourn the November 21, 2024, Board meeting by Kristin Carter and seconded by Brian Frey, the meeting was adjourned at 7:29 PM.

The next Board meeting has been scheduled for December 19, 2024, at 6:00 PM. The meeting will be held in the Library Board Room.

Respectfully Submitted,



Kristin Carter, Secretary