

Ephrata Public Library Board Meeting Minutes

Thursday, December 19, 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 to support an open and democratic society.

Members Present: Mike Eichenlaub, Brian Frey, Eric Nissly, Deborah Fast, Marilyn Yoder, Danielle Shumate

Staff Present: Abby Balmer, Barb Brock, Laura Brandt

1. Call to order: Mike Eichenlaub, President called meeting to order at 6:00pm.
2. Introductions/ Attendance: No visitors
3. Secretary's Report: A motion to approve the minutes from November 21, 2024, was given by Deborah Fast and seconded by Eric Nissly, all were in favor. Board Meeting Minutes from November 21, 2024, were approved.
4. Treasurers Report: As of November 30, 2024, presented by Brian Frey

YTD Income: \$1,086,473

YTD Expenses: \$907,727

YTD Net Income: \$ 178,746

November 2024 Total Income: \$240,556

November 2024 Expenses: \$76,144

November 2024 Net Ordinary Income: \$163,413

A larger increase was from ERC Money.

5. Director's Report- Given by Abby Balmer

Director's Report is available on SharePoint, a summary is below:

ExtraGive 2024 raised \$20,180 which was \$5,190 more than budgeted for 2024.

EITC Funds- The library received \$2,000 from Wies Markets and \$2,500 from UGI.

The 2023 final audit was completed, all files are available in SharePoint
The process of transition from OneDrive to SharePoint is almost complete.

Winter reading begins December 16th and ends February 6th.

Laura Brandt and Abby attended Blue Ridge's Spread the Warmth event on December 6th.

Work has begun on replacing all the smoke detectors in the building and the fire alarm. This project is being completed by Pletcher Fire Protection and is being funded by the Ephrata Borough.

Community Commons Building

On December 10th there was an issue with the heat and Rodney Good Mechanical fixed it on December 11th.

Paul Davis restorations completed the remediation project in the building on December 7th.

An update on the property was given by Phil Eby, he will be attending January's board meeting to give a full update.

LSLC

Abby explained what occurred at the December Directors Council meeting. New loan rules were passed, major changes are listed in her directors' report.

In 2025 the Ephrata Public Library will receive \$11,841 which is a decrease of \$2,425.

More information pertaining to the LSLC and member library budget cuts and changes are listed in SharePoint please refer to them.

A description of the change from Sierra to Spark is also available on SharePoint.

All LSLC board members were shocked by the cut.

6. Human Resources

Mike Eichenlaub and Eric Nissly are leaving the Library Board. We will welcome two new members, beginning in January Rich Kwiatkowski and Nicole Miller.

7. Funding and Finance

Paul Davis services have been paid for. Marilyn and Brian will continue to look over document changes in the TIAA, we will vote in January.

8. New Business

Laura Brandt attended Cyber Security Disaster Training, available on SharePoint please read. She relayed a lot of information explaining how the risk affects all libraries as they are on the same “server”. She gave a great explanation of all the information she received. How a Disaster plan would protect the library and raise the amount of security. This plan would be beneficial if all libraries were in a joined effort. It was also discussed finalizing an onboarding process for new board members.

9. Presidents Message:

Mike Eichenlaub thanked board members for being a part of the library board and hopes that he did some good while serving as president and board member for 6 years. Happy Holidays.

Upon motion to adjourn given by Eric Nissly and seconded by Marilyn Yoder, meeting adjourned at 6:38p.m.

Next Meeting will be held Thursday January 16th, 2024, at 6p.m.

Respectfully Submitted,

Danielle L Shumate

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