

## INDIAN VALLEY PUBLIC LIBRARY

Board of Trustees Meeting

January 20, 2022 Zoom

Call to order: Alexander Grande, IVPL Board President, called the January 20, 2022 meeting of the Board of Trustees to order at 8 AM.

Present – Cassie Balzer, \*Steve Boell, Alexander Grande, Darren Johnson, \* Doug Johnson, Penny Price, Wendy Leshinskie, Margie Stern, and Beth Styer.

Foundation of Friends-Joseph Devlin

\*new board members

Election of officers: The meeting was handed over to Margie Stern, Director IVPL for election of officers. Slate of Officers for 2021: Alexander Grande, III, president; Penny Price - vice president: Cassie Balzer – secretary; Darren Johnson- treasurer.

Motion to accept by Wendy Leshinskie, seconded by Suzi Leonard. Officers were approved

Meeting was then turned back to Dr. Alexander Grande.

Minutes: Correction – under new reporting format- '29 should be '19: under public comment- Dr. Grande's name was reversed. Beth Styer made the motion to approve amended minutes as amended, Wendy Leshinskie seconded, and the motion was approved.

### Reports:

- Treasurer's Report/ Financial Statements – Souderton borough's quarterly payment received in January, needed to be reflected in 2022. ERC credit received and contributed to the positive income position. Expenses stayed in line with budget. Various grants received during the year assisted with expenses. Beth Styer moved to accept the minutes, seconded by Steven Boell, the report was approved.
- Director's Report
  - Circulation of materials, both physical and digital, continue to increase - up 30% from last year. Annual statistics show circulation up 63% from 2020. Overall, this year our patron visits have increased 24%.
  - IVPL reached out to the community through newsletters, social media, and community events. Newsletters and email blasts continue to be sent digitally.
  - Staff continues to attend workshops and training sessions.
  - Annual appeal donations continue to be received.
  - Due to the rise of Omicron variant, children, teen, and most of the adult programs, were held virtually during the month of December.
  - Tax preparation hosted by AARP will be reduced. Many people rely on this service and assume IVPL provides the service. IVPL does not directly provide the service

- Monthly Statistics – Circulation increasing, even though library visits may be down. Volunteer numbers decreasing.
- Report to the Municipalities – Presented a reflection of IVPL activities for the past year.
- Personnel - New circulation supervisor was hired. Stephanie Kratz will start January 24<sup>th</sup>.

#### Committee Reports

- Facilities
  - Space at a premium. Staff is trying to weed and consolidate collect.
  - 2-3 year plan. One HVAC unit needs to be replaced.
  - Talking to other libraries to see how other projects across the state are progressing.
  - Committee looking for addition members.
- Foundation of Friends
  - Joe Devlin reported for the committee
  - Joint retreat planned for February 12
  - The April membership drive is being planned.
  - FOF Board Membership protocols are being established. Term limits are being established to create staggered membership.
  - Global Films has returned and will finish soon
- Personnel
  - Personnel handbook will be reviewed
  - Ongoing policy review

#### Old Business

- BOT/FOF joint retreat February 12 9:00-12:00 Ken Beiler will be facilitator. A small group of BOT and FOF members will meet to finalize the agenda.

#### New Business

##### Strategic Report

- The current plan ended in 2020. It is time to begin work on a new plan. Margie feels we need to hire a consultant.
- Margie meeting with Liz Vibber, Catalyst Center for Nonprofit Management. A proposal will be submitted to the

Adjournment- Wendy Leshinskie made a motion to adjourn at 9:14, Suzi Leonard seconded. The motion was approved.

Respectfully submitted,  
Catherine S. Balzer, secretary

Next Meeting: February 17, 2022  
Save the Date: BOT/FOF Retreat February 12, 2022 9:00-12:00