

**Quarryville Library Center  
Board of Trustees Meeting Minutes  
September 12, 2022**

**Members present:** President Chris Waite, Treasurer Peggy Gordon, HR Chair Cinda Showalter, Jewell Shivery

**Guests:** Director Susan Eshleman, Assistant Director Maribeth McMullen, Friends of the Quarryville Library representative Deborah Waite, Roberta Walton

**Absent:** Vice President Linda Walter

**Opening comments:** President Chris Waite opened the meeting at 6:04 pm with a motion to amend the agenda which was approved. There were no community guests attending.

**Minutes:** The August 8, 2022, meeting minutes were approved.

**New Board member election:** Since Jocelynn Ritchey has indicated she is unable to join the board for the foreseeable future, her nomination was withdrawn. Instead, she will be encouraged to join committees. As a non-board member, she is unable to join HR or finance committees. **The board unanimously voted to accept this process.**

**Secretary nomination:** Cinda Showalter agreed to be interim secretary and may consider the position officially if nominated during the election process.

**Director's Report:** Susan Eshleman reviewed her written report indicating she's had a busy month. Attending Providence Night Out was a good experience. Chris Waite and Susan met with Bob Longley re insurance and were able to incorporate several changes to our policy which resulted in a savings of \$25. Susan is just about finished writing the township report. Millersville University workforce grant period has ended, and reapplication has been submitted for the grant to continue with us. Susan indicated official officers of the board are bonded and the bank needs to get check signing updated.

**Vice President's Report:** In Linda Walter's absence, she sent her report via email:

**Update on township meetings:** The list of township meeting dates and times will be forthcoming. Because of Cinda Showalter's upcoming surgery, Jewell Shivery agreed to attend Quarryville's meeting alone and she and Cinda will attend Colerain together in November.

**Fundraising:** Linda Walter, prior to the meeting, circulated a fundraising report which all had reviewed.

**The following motion was unanimously approved:** The Quarryville Library will hold its annual Go-Fore-Golf Event on Saturday, February 11th, 2023, at the library with specific hours to be determined by the FR Committee in coordination with library staff. Snow cancellation date will be Sunday, February 12, if required.

**The following motion was unanimously approved:** The Quarryville Library Board authorizes the acceptance of 4 individual donor donations of \$1000 each for the purpose of growing and extending the Go-Fore-Golf event in whatever ways the FR Committee determines to be effective.

**Friends of the Board Fundraising report:** Deborah Waite indicated the Friends and other volunteers are working on the **Indoor Yard Sale** which will be happening during the **chicken BBQ** event on **Saturday, October 22<sup>nd</sup>**. More advertising ideas are being generated. She also announced their **craft fair will be Nov 12**, and the **Christmas cookie and book sale will be Dec. 9-10**.

Roberta Walton has graciously offered her two-week time share in Hawaii, which is located just 2 blocks from Waikiki Beach, on the island of Oahu. This is a most generous offer and thought will be given as to how to best market this package as part of the indoor yard sale.

**Other fundraising updates:**

**Extra Give/Patron Drive** – still being developed

**Business Drive** – donations are coming in and the totals are ahead of last year.

**Treasurer/Finance:** Treasurer Peggy Gordon circulated the treasurer's report. Meeting are being held to develop the budget for 2023. The change in banking to **Ephrata National Bank** will take place in January.

**Human Resources:** Cinda Showalter indicated that the performance review for Susan Eshleman has been postponed till later in October due to Linda's illness and Cinda's surgery.

**Property/Assets:** Chris Waite shared an update on the patio, sidewalks, and woodpecker damage. The pavers in the patio have been leveled to eliminate a tripping hazard. The woodpecker holes will be scheduled to be repaired. Some raised edges in the sidewalk will be ground down for safety. Susan Eshleman expressed the need for a building maintenance plan to be available to the public and allow us to connect to our community. Thus, when maintenance repairs become necessary we can share this information with folks who may be interested in funding the repairs. Susan would like to see a maintenance plan to prioritize repairs which we can connect to donor requests. We could create an ongoing poster for regular updating. **This will be referred to the Building/Property Committee.**

Chris Waite mentioned that Dale Hamby suggested we speak with Bryan Cutler who has funds that may be available for our use.

**Old Business:** none

**New Business:** The article in the recent LNP Sunday newspaper edition contained incorrect information regarding the Quarryville library. This information was submitted to the newspaper by the United Way, and they will see that a correction is printed.

Jewell Shivery looked at the library use **rental agreement** and feels we are not charging enough for room usage. Susan Eshleman indicated they are reviewing this document for board approval.

**Three Highlights for the Friends:**

1. Annual municipality reports are being created for sharing at township meetings.
2. Go-Fore-Golf event is being planned for February 11, 2023, at the library.
3. An extremely generous donor has offered a two-week time share in Hawaii to be auctioned at the indoor yard sale.

Meeting was adjourned at 7:15 pm

**Next meeting: October 10, 2022 @ 6 p.m.**

Cinda Showalter, Interim Secretary