

Mifflin County Library Board of Directors Meeting
September 19, 2022

The meeting was called to order at the Lewistown Branch of the Mifflin County Library at 5:15pm by Mary Ann Demi in the absence of Board President, Christopher Wagner.

Board members in attendance: Angela Swartzentruber, Jessica Nail, Mary Ann Stratton, Mary Ann Demi and Catie Breneman. Absent: Christopher Wagner, Tim Dunmire

Mifflin County Commissioner - Kevin Kodish

Those attending by Zoom: Christina Bagrosky, Zane Jerzerick

Staff in attendance: Susan Miriello, Mary Rieffannacht, Lisa Parks

Absent: Shelly Sweigart and Kelly Rodenbaugh.

Friends Representative: None

FINANCIALS

Financial Report for August

Net Income: \$76,188

Expenses: \$41,686

Total Bank Balance: - \$281,001.54

Of note was the Annual campaign which totals \$19,236.00.

The Financial audit is done, and copies of the 990 will be emailed to the Board, per request from Mary Ann Demi. The Board was given the Audited Financial Statement from CPA Associates and a letter listing areas that could be improved including: segregation of duties, issuing gift cards as a bonus, time and a half, timely deposits, and accounting for contributions to include donor information.

The board doesn't typically vote on the financials at MCL.

COUNTY COORDINATION PARTICIPATION

As the library for the county, MCL may participate in County Coordination funds. The county coordination plan lists the categories in which this money will be used. A motion was made to continue to participate in county coordination.

A motion to accept was made by **Angela Swartzentruber** and seconded by **Jessica Nale**.

Policy Review

GIFT ACCEPTANCE POLICY:

A Gift Acceptance Policy was presented to the board and approved with one grammatical change. A motion was made to approve the Policy by **Jessica Nale** and seconded by **Zane Jerzerick**.

INTERLIBRARY LOAN POLICY:

The Interlibrary Loan Policy was presented to the board and approved as is. A motion was made to approve the Policy by **Mary Ann Stratton** and seconded by **Catie Breneman**.

NEW BOARD MEMBERS NOMINATIONS

Mary Ann Demi and Mary Ann Stratton may serve on the MCL board for a second term. Two names were given to the board as potential board members, Stuart Cilo and Roxanne Garrett to replace the vacancy that will be available in December when Christine Bagrosky's term is up.

A motion was made to recommend to the Mifflin County Commissioners Roxanne Garrett. Motion was made by **Zane Jerzerick** and **Angela Swartzentruber**.

DIRECTOR PERFORMANCE REVIEW

Susan suggested that managers (Kelly Rodenbaugh, Mary Rieffannacht, Shelly Sweigart) fill out Susan's evaluation form (which was written by the district consultant) and that Shelly and Chris Wagner (or designee) give her the performance review at a later date. This suggestion was approved and is recommended that Shelly and Chris move forward with this.

FRIENDS UPDATE

Nothing to report.

PUBLIC COMMENTS

Kiwanis Goose was "landed" on the Wayne Street side of the building.

Kevin Kodish and the commissioners met with the architect to review renovation plans to the library.

Catie asked not to be in-charge of mini-golf in 2023.

Dates to remember as listed on the agenda

Goose Day Puzzle Contest October 1, 2022

Library closed for Columbus Day

Friends meeting Tuesday, Sept. 27 at 5:30 pm

Next Board Meeting is Tuesday, October 18@5:15pm

*A motion to adjourn at 5:50pm the meeting was made by **Zane Jerzerick** and seconded by **Jessica Nail**.*