

**Community Library Association
Board Meeting Minutes
January 17, 2023**

Board members in attendance: Steve Lackey, Suman Golla, Kate Vavpetic, Sandie Enders, Sarah Welch, Steve Stallings, Dave Bennett, Susan Skowron

Advisory Board members in attendance:

Guests in attendance:

Staff members in attendance: Jill McConnell, Kelley Beeson

Meeting called to order at 7:03pm, Steve Stallings

Motion to approve minutes from last meeting: Steve Lackey motioned; Kate Vavpetic seconded. Motion passed.

Treasurer's Report (Steve Lackey)

There is about one month's cash in the bank accounts, but other expected funds in the first quarter will help put us in a more comfortable position. The \$126,365.50 deficit at year end is due to the shortfall in contributions on the revenue side. The ERTC funds we are expecting will allow us to hire a development person to help us replenish our cash reserves and put us in a better position to move forward with the capital campaign. It is imperative that we get our operating finances in order before we begin asking people to support a capital campaign that will only increase our operating expenses.

Sandie Enders pointed out the need to communicate more with the municipalities about what is happening at the library and our funding needs. The Board asked Jill to contact each municipality about presenting at one of their meetings in April or May. Board representatives from each municipality will accompany Jill to the meetings.

New Strategic Plan (Jill McConnell)

The Board would like Jill and her staff to take a look at the existing plan and update it with SMART goals and objectives that pertain to the library's and community's current needs. The plan should include what needs to be done to better prepare the library for a capital campaign. The Board will decide what committees should be formed and the work those committees will complete.

Capital Campaign (Steve Lackey)

Due to our current financial situation and our uncertainty around the real need for additional programming space at this time, the Board decided to delay moving forward with the capital campaign until further notice.

Director's Report (Jill McConnell)

Jill explained that the lower usage at both locations since pre-Covid is typical for all libraries. Our data indicates that we can reduce some services, such as computers, and that the need for more programming space is not warranted at this time.

Board Vacancy & Reorganization (Jill McConnell)

There is currently an opening on the Board for a representative from Sharpsburg. The Board asked Jill to contact Matt Rudzki and Heidi Brayer to see if either of them would be interested in the position. A new Board President and Board Vice-President will need to be appointed at the next meeting in March.

Old/New Business

Nothing was discussed.

Meeting Adjourned: 8:07 p.m.

Submitted by: Jill S. McConnell, Secretary

Date: 1/18/2023