

**Lititz Public Library**  
**Board of Trustees Meeting**  
**January 6, 2025**

**Welcome/Call to Order**

- Lynette called the meeting to order at 7:03 pm.
- Present: Lynette Meck (Chair), Shane Swisher (Secretary), Carolyn Reiste (Director), John Weidman, Robb Dodds, Sherry Chivinski (Vice-President), Julie Meiskey, Amy Gerhart, Maryann Richmond (Friends), Marion Chubb, Ariana Torres.
- Absent: Viola Youssif (Treasurer) – on maternity leave.
- Guests: Genie Tyburski, Board Candidate.

**Public Comment**

- None

**Secretary's Report - Shane**

- The Board reviewed the December minutes.
- Sherry made a motion to approve; Julie seconded. Motion carried.

**Treasurer's Report – Carolyn**

- The Library receives revenue twice a year from the Oheme endowment.
- We earned a whopping \$6.00 from interest. Carolyn will speak with Viola when she returns to explore banks paying a better interest rate or CD options.
- Hoping to have a Finance Committee that meets on a regular basis.
- Everything else remain same; we do not have all final numbers for 2024.
- Carolyn asked if there were any questions regarding the P&L or Asset Report; there were none.
- Marion reviewed the Fund Drive comparison document. The Library is doing a bit better this year, as we received a fair amount from businesses. Some donated to the fund drive and the 25<sup>th</sup> Anniversary.
- Shane made a motion to approve; Julie seconded. Motion carried.

**Committee Reports**

**Nominating - Shane**

- Shane introduced Genie Tyburski, candidate for the open Board seat. Genie previously served on the Search Committee and has extensive library experience.
- Shane made motion to vote; Robb seconded. Motion carried, with Genie voted in unanimously.

**Capital – Carolyn**

- The Capital Campaign Committee will be scheduling a regular meeting moving forward.
- Progress: Ned Pelger will be calling a meeting between Committee and the architect and is also interested in inviting Dennis Beck and Bill Oheme to the initial meeting.

- Bill Oheme has verbally committed to \$125K for two years toward the Capital campaign. *NOTE: Please keep this information confidential for the time being.*
  - Start thinking about recognition opportunities.
- It was suggested that Tom Oheme may be a strong contributor as well.
- Carolyn will share a list of potential contributors; Shane will develop a 1-sheeter as a guide for potential donors.
- There will be a formal Capital Campaign committee comprised of members of 25<sup>th</sup> Anniversary committee and others. More information to come.

### **Executive Director's Report – Carolyn**

- The Board reviewed the report.
- Carolyn noted a few things from the System relating to the funding cuts.
- The Library received several grants.
- The Library experienced some hate speech vandalism in the men's room as well as the shelves; This was reported by a patron and subsequently reported to the police. Carolyn shared visuals.
  - There are currently no cameras in the library, and no suspects thus far.
  - The Executive Committee discussed installing cameras as part of the Capital Campaign.
  - The greater Board believes we should move on it ASAP and gather quotes.
- Please refer to the report(s) for more information.

### **Friends - Maryann**

- Friends do not have December meeting; will meet in January.
- They do have a busy year ahead and are currently working on their spring bus trip.

### **Old Business**

- We will be looking at a Strategic Planning process in January, with John Weidman leading the effort.

### **New Business - Lynette**

- None

### **3 Points/Staff and Board**

- **Staff to Board:** 1) The Library experienced a power outage, but the staff did a great job of taking care of the situation. Moving forward, they will be practicing emergency procedures; 2) The staff thanks the Board for a smooth Executive Director transition; 3) Everyone is excited about the Capital Campaign.
- **Board to Staff:** 1) In light of the recent situation, we will be moving forward with camera installation; 2) We love the way the community is using the Library – kudos to the public-facing staff for being so welcoming; 3) The Board invites the staff to add their input into the new construction and renovations.

**Future Dates**

- The next meeting will be Monday, February 3, 2025.

**Adjournment**

- Sherry made a motion to adjourn, seconded by Julie. Motion carried.
- The meeting adjourned at 7:55 pm.

Respectfully submitted,

Shane M. Swisher