

## **PrPL Meeting of the Board of Directors for Thursday, December 16, 2021**

The In person meeting was called to order by President F. Hylton at 9:04 A.M.

**Present:** F. Hylton, S. Holloway, S. Drauschak, P. Whittaker, B. Brogley, W. Yohn, D. Arms, M. Lipsky

**Absent:** S. Dolan, H. Chang

**ACTION: President F. Hylton called for an Executive session to discuss personnel.**

The PrPL BOD moved to the Maker Space in the Children's Department of the library.

**ACTION: When the PrPL BOD meeting reconvened, F. Hylton made a motion to separate H. Chang as Executive Director of the Pottstown Regional Public Library as of December 16, 2021. B. Brogley seconded the motion. It passed unanimously by the seven Board members that were present.**

**ACTION: F. Hylton made a motion to appoint M. Lipsky, Youth Services Coordinator, as Interim Executive Director of the Pottstown Regional Public Library with an annual salary of \$52,000. D. Arms seconded the motion. It passed unanimously by the seven Board members that were present.**

**D. Arms made a motion to approve the BOD meeting minutes for November 18, 2021. S. Holloway seconded the motion and it passed unanimously.**

### **Committee Reports**

**Finance (S. Dolan – chair was absent)**

D. Arms asked if there were any questions about the 2022 proposed PrPL Budget that was emailed to Board members on Tuesday, December 14, 2021.

S. Drauschak asked about **Line 1411 – Chair-ity - \$8500** since it was decided to not hold the Chair-ity auction in 2022. M. Lipsky explained that the new bookkeeper, S. Nester, is working on fixing and updating the budget categories and items in the proposed 2022 budget plus the library's Quickbooks.

**ACTION: D. Arms made a motion to approve the 2022 PrPL Budget as presented, with necessary revisions in January, 2022. B. Brogley seconded the motion. It passed unanimously by the seven Board members that were present.**

The Board thanked D. Arms for his work on presenting Budget information in a chart showing Actual Budgets from 2019, 2020, and 2021 through November 2021.

**Governance – (S. Holloway – chair)**

**ACTION:** F. Hylton made a motion to hold BOD meetings on the 4<sup>th</sup> Thursday of each month in 2022, except November and December, when the meetings will be the 3<sup>rd</sup> Thursday of the month. S. Holloway seconded the motion and it passed unanimously.

**Property (B. Brogley – chair)**

B. Brogley said the Property committee and M. Lipsky will be looking at a 2018 Property report created by former Board member, C. Elliott, to see how to proceed with property maintenance and improvements.

**Director's Report**

M. Lipsky will be on vacation from January 7 – 14, 2022.

**New Business**

F. Hylton asked each Board member to contribute \$20 to purchase Wawa gift cards as a thank you to PrPL staff members. She will purchase the cards and the Governance committee will write thank you cards.

**January, 2022 meeting dates:**

**Wednesday, January 19, 2022: Development at 10 AM; Governance at 11 AM.**

**Monday, January 24, 2021: Finance at 3:30 PM; Property at 4:30 PM**

**Thursday, January 27, 2022: Board of Directors at 9:00 AM.**

**Adjournment:**

The meeting adjourned at 10:55 AM.

Minutes submitted by S. Drauschak, Secretary of the PrPL BOD

**Added note:**

S. Dolan (absent from the BOD meeting) asked it to be part of the record that she would have voted no to separate H. Chang as the Executive Director of the Pottstown Regional Public Library.