

# Pottstown Regional Public Library

## Board Meeting Agenda

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**Regular Board Meeting Thursday, December 15th, 2022 at 6:00 PM**

### Zoom

Join Zoom Meeting link: <https://us02web.zoom.us/j/87342996826>

#### Meeting Recording Started

#### Call to Order:

#### Welcome & Introductions:

#### Review & Approve Meeting Minutes

- Meeting Minutes for November 2022 Board meeting minutes. We are adopting meeting minutes to submit for audit.

Motion to accept the November 2022 Board meeting minutes

2<sup>nd</sup>:

Discussion:

All in favor:

Any opposed:

#### Development Committee Report – D. Arms - **Need a New Co-Chairperson**

- Development Committee did not meet officially in December, but all were invited to meet with M. Sossman on Wednesday, December 14<sup>th</sup> at 9 am.
- Next Development Meeting will be scheduled for Wednesday, January 18<sup>th</sup> at 10:00AM in the Mezzanine of the library.

#### Finance Committee Report – S. Dolan

- Finance committee meeting was cancelled for December 12<sup>th</sup> at 4:00 PM – the committee was sent all reports for review.
- Determine Chairperson for 2023 – it does not have to be the treasurer but the treasurer should be on the committee.
- Final of the 2023 budget was approved at the last board meeting. Thank you!
- Next Finance committee meeting will be in February in the mezzanine. M. Lipsky recommends quarterly meetings (every 13 weeks) as follows:
  - Monday, February 6<sup>th</sup> 4:00 PM – approve 2022 finance reports to recommend for audit
  - Monday, May 8<sup>th</sup> 4:00 PM – approve January, February, March financial reports to recommend for audit
  - Monday August 7<sup>th</sup> at 4 PM – approve April, May, June Financial reports to recommend for Audit, budget review and start 2024 budget
  - Monday, November 6<sup>th</sup> at 4:00 PM – Approve July, August, September reports to recommend for audit. 2024 Budget presentation by M. Lipsky – recommend for approval at board meeting.

#### Governance Committee Report – S. Holloway

- Determine Chairperson for 2023 – does not have to be the Vice President but the Vice President is usually on the committee.
- Governance committee met on Friday December 9<sup>th</sup> 2022. Meeting minutes will be posted and are available upon request. S. Holloway and F. Hylton met with M. Lipsky to go over review that will be presented this evening.

Motion to accept the recommendation of E.D. Evaluation as presented by the governance committee:

2<sup>nd</sup>:

Discussion:

All in favor:

Any opposed:



**Governance Committee:** TBD in the Library mezzanine

**Finance Committee:** Monday February 6<sup>th</sup>, 2023 at 4:00 PM in the Library mezzanine

**Property Committee:** Monday February 6<sup>th</sup>, 2023 at 5:00 PM in the Library mezzanine

**Board of Directors Monthly Meeting:** Tuesday, January 24<sup>th</sup> or 31<sup>st</sup>

**Appointments with Executive Director as needed: to schedule, email: [mlipsky@mclinc.org](mailto:mlipsky@mclinc.org) or text: 610-334-2409**