

## **Monroeville Public Library Board Meeting Minutes**

January 26, 2026

Meeting held in-person and virtually

Called to order at 7:00

### **Members present**

- Meredith, Kelly (President, Ward 7)
- Lucas, Cindy (Vice-President, Ward 2)
- Crane, Michael (Secretary/Treasurer, Immediate Past President, Ward 1)
- Kinnunen, Marty (Ward 4)
- Manners, Katherine (Ward 5)
- Markosek, Joe (Ward 3)
- Toney, Phillip (Ward 6)
- Non-voting
  - Henline, Nicole (Library Director)
  - Bodziock, Pam (Assistant Director)
  - English, Dave (ACLA Liaison)
  - Lindsey, Diane (Friends of the Monroeville Public Library)

### **Agenda**

- I. Board Officer Voting
  - A. Crane nominated Meredith for President for 2026, passed unanimously.
  - B. Crane nominated Lucas for Vice President for 2026, passed unanimously.
  - C. Meredith nominated Crane for Secretary/Treasurer for 2026, passed unanimously.
- II. Public Comment
  - A. None
- III. Friends of the Monroeville Public Library
  - A. January 31 is the next Gallery space reception 6-8pm.
  - B. February 21 for the mini golf fundraiser, the Friends will sponsor the inflatable and do a raffle. Will also send out the link for volunteers to their members.
  - C. February 28 is the Call for Artists all day in the Gallery Space, where they will receive examples and portfolios. Many have been sent in online already. This will allow the Friends to finalize the 2026-2027 artists shows.

- D. The March gallery space is reserved for Gateway School District, and the Friends will be coordinating with the backpack food drive to coincide.
- E. March 21 is the next Trivia Night, pricing is the same as last year.
- F. The Sarris Chocolate fundraiser is going on until March 22. Use group id 10-0717 when placing an order at sarrisgroupfundraiser.com.

#### IV. Consent Agenda

- A. Minutes - December 2025
- B. Statistics - December 2025
- C. Finances - November 2025

Motion to approve Consent Agenda  
 Motion made by Lucas  
 Seconded by Manners  
 No Discussion  
 Approved with unanimous vote.

#### V. Director's Report

##### A. Grants

1. Thanks to Senator Pisciotano's office, Plum Library will be receiving a \$25,000 legislative Grant for the Outreach program that will include Plum, Penn Hills, and Monroeville. This will allow the program to start by the next school year. (Money from Grable and PNC are also enabling this program to happen).
2. Submitted the end report for last year's \$26,000 grant from Staunton Farms Foundation and applied for a third year at \$36,000. In December found out that we were not invited to put in the full grant for that request. Will look for other programming grants – and hopefully approach Staunton Farms to find out how we can work with them again in the future.
3. Teen After-School Program Food – Alice Rathjen had a great conversation with Valerie Warning (Gateway school board member) at a chamber event. They began talking about the teen after school program and how much we spend each year to feed the teens. Warning invited library staff to the food pantry, and the library received at least \$1,000 worth of food for the after-school program. We were invited to come back whenever we need to. In addition to offering them more food in the program and to take home, this will help free up grant funding for more programs for the teens.

4. McElhattan awarded \$25,000 for the Teen after school program, which is their fourth year awarding money to the Library.
5. PNC Charitable Trust awarded the Monroeville Public Library (with the Plum Library) \$12,500 over two years for an outreach position for Monroeville, Plum, and Penn Hills
6. Grable awarded \$40,000 over two years for the outreach position.
7. PNC Charitable Trust awarded \$13,000 towards after the school program for the third time. Thanks to the Friends for allowing us to use their 501(c)3 to obtain this grant.

#### B. Building Updates

1. Thanks to a grant from the Allegheny County Library Association, we will be having an ADA audit and report that we can then use to highlight what needs fixed around the building which will be useful for funders and grants.
2. Nicole, Bill, Barb, and Pam met with Mike Stromm in mid-January and had a great conversation about what needs done around the building:
  - a) The biggest priority is the HVAC system. As of January 21, 2026, Alex Graziani already signed off on the quote that Stromm received for maintenance. The repairs will be just under \$23,000.
  - b) Stromm said that Public Works will be able to fix the concrete problems and the retraining wall problems around the building as soon as the weather cooperates.
  - c) Public Works will build the private nooks as soon as possible, they have been delivered.
  - d) Stromm suggested asking for money to redesign the back of the building, vestibule, and backyard. He is speaking to Paul Hugus about what contractor he prefers and is finding quotes on that.
  - e) The bathrooms all needed updated, at least cosmetically. Stromm said Public Works can do a lot of that work.
  - f) Discussed flooring and carpet replacement. Stromm has a quote, but is going to get a new quote that includes installation.

- #### C. Monroeville Gives Back - Municipal staff been doing more as a unit, every month is a different collection. MPL and Senior Center, as public buildings, can advertise and be a drop-off location. December was a food drive, January personal care items for high school students. Working on list for the rest of the

year. March will line up with the donations with Friends and Gateway backpack program (Art in our schools month).

- D. Mini-Golf is February 21. Rathjen and the whole staff are working on sponsorships, can still take a few more. We are still looking for volunteers, and looking for deserts, will be doing a brownie bar (any type of bar cookie, dropped off Friday or Saturday) with ice cream.
- E. Starting the first Monday in February, State Senator Pisciotano will be having satellite hours at the library.

## VI. ACLA Report

- A. Board of Directors was supposed to meet tonight, but cancelled due to the weather.
- B. The ACLA Board will meet in February for a retreat. Will discuss needs of boards of libraries in the county. If you think of items for discussions, topics, please pass them on to Dave English or Nicole. In the past, ACLA has provided trainings on topics such as governance and succession.

## VII. Old Business

### A. Staffing Transitions and Cuts

1. With Alan Rader accepting the position at the Monroeville Senior Center, the Library was not permitted to replace him, and as such, the rest of the staff are taking on even more responsibilities.
2. We currently do not have the capacity with current staffing to have open hours or run classes in the Maker Lab. A formal request and proposal was sent to Graziani to hire two part-time staff members. These positions would work at the circulation desk and allow other staff members to have the time to run the Maker Lab. This is a cost-saving measure over hiring a full-time employee. Hiring another staff member through the Fund is not sustainable, and was never meant to be a permanent fix for those hired that way.
3. Plans are underway to bring in people who used the Maker Lab the most and conduct a focus group. Additionally, will see if any of them would be interested in teaching classes or helping with open hours. This was always part of the plan of the Maker Lab.

## VIII. Committees

### A. Fund Development

1. Committee met last week and will be officially forming two sub-committees, one for events, one for donors and acquisitions. Events sub-committee will continue to focus on events, and the other will focus on donors for memorials, legacy giving, monthly givers, Love Your Library, and Giving Tuesday. Both sub-committees will continue to meet monthly. Any board members or library patrons who would be an asset would be welcomed.
2. An event list of all the events will be provided to the Board. Asking that each board member pick two large events and one smaller event to volunteer at throughout the year. Currently adding the Children's Department events to that list that are high priority. As always, please ask friends and family to be helpers at events, and then sign up when Pam sends the signup link.

Motion to adjourn  
Motion to adjourn made by Lucas  
Seconded by Markosek  
No discussion  
Approved with unanimous vote.

Meeting adjourned at 8:04 p.m.

### **Upcoming events**

- January 31: Gallery space reception; 6-8pm.
- February 21: Mini golf fundraiser.
- March 21: Trivia Night.
- Through March 22: Sarris Chocolate; Use group id 10-0717 when placing an order at [sarrisgroupfundraiser.com](http://sarrisgroupfundraiser.com).

Next scheduled Board meeting is Monday, February 23 at 7 p.m. on Zoom.