

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

June 23rd, 2025

Meeting held in-person with virtual option

Called to order at 07:03pm

### **Members present**

- Crane, Michael (President, Ward 1)
- Lucas, Cindy (Ward 2)
- Markosek, Joe (Ward 3)
- Kinnunen, Marty (Ward 4)
- Manners, Katherine (Ward 5)
- Hoffman, Emily (Secretary/Treasurer, Ward 6)
  
- Non-voting
  - Bodziock, Pam (Assistant Director)
    - Rader, Alan (Assistant Director)
  - English, Dave (Past President, ACLA Liaison)
  - Lindsey, Diane (Friends of the Monroeville Public Library)
  - Poach, Eric (Municipality of Monroeville Representative)

### **Agenda**

- I. Friends of the Monroeville Public Library
  - A. Thank you to staff for the materials for the Farmer's Market.
  - B. Public works billed the Friends for the cost of the cement for the book walk project. Thank you Friends!
  - C. December 6<sup>th</sup> is Cozy Up to the Library. Squatch Brewing will be taking part from 4pm-6pm, this will be a 21and over ticketed event. A thank you for letting the Friends stop into the Crochet Club to talk about the event.
  - D. 10 vendors will be selling at the winter market, 5pm-8pm. Volunteers will be needed for before and after the event for set up and clean up help.
  - E. The Friends are offering to man the Book Nook sales during the upcoming events.
  - F. Call for Artists will be on January 28<sup>th</sup>, 2026
  
- II. Consent Agenda
  1. Minutes – May 2025 to be reviewed in July's meeting.
  2. Statistics – May 2025 to be reviewed in July's meeting.

### 3. Finances – May 2025

Motion to approve Mays Financial report  
 Motion made by: E. Hoffman  
 Seconded by: J. Markosek  
 Approved with unanimous vote.

### III. Director's Report

- A. Grant updates- the MPL has teamed up with the Penn Hills and Plum libraries for a full-time out-reach staff. Half of the funding has already been received. Will be able to start once the other half of the funding is provided.
  - I. A private donor called to speak with Nicole and Pam to offer a donation of 10K for the needs of the library. She donated 15K toward the library in total.
  - II. The family of Mr. Metz, our first legacy donor, offered to be a donor in our future expansion project.
  - III. MPL will be receiving a small refund from Ameri Corp.
  
- B. Building updates- Fire monitoring is now going to be provided by a sperate Municipal hired contractor. Installation will be happening soon.
  - I. Bids are being sought by the Municipality to provide a working security system for several Municipal properties, including the library.
  - II. Book walk manufacturing in process. Tentative delivery of parts will be July 9<sup>th</sup> and installation time will be up to the municipality.
  - III. Storm damage report; thank you to the Municipality for keeping up with the repairs/recovery. Lawn to be patched before Fun Fest.
  
- C. Library of things-
  - I. These items are flying off the shelf. MPL is planning a social media campaign to reach out to the community to find out what else they would like.

IV. ACLA Report – presented by D. English

- A. 6/24/25 ACLA is going to review the funding formula for RAD funding.
  - I. The committee has discussed that the currently suggested formula is the best it can be at this time. The proposal will include the most recent 3 years of data (distress factor, Wi-Fi, PC usage versus logins) and includes the potential to cap swings at 5-10%.

V. Municipal Report by E. Poach

- A. The capital improvement projects may be at a standstill, discussions still upcoming with council, and municipal leadership.
- B. The potential ask of the library is that funding to be spread out over 5 years.
- C. Monroeville council Block Parties- Joe Hyzy Ward 1- Overlook Park, Thursday July 17<sup>th</sup> (6pm-8pm). Bob Stevenson Ward 3- MCP West Pav #3, Tuesday August 12<sup>th</sup> (6pm-8pm).

VI. New Business

- A. AHN food grant for children and families, we will be working with the municipality and parks to help get this program started.

VII. Policy Updates

- A. Program policy in the works.
- B. Discussion on possibly drafting a policy for public comments on agenda items

VIII. Old Business

- A. Capital Campaign Feasibility Study, first draft should be completed in June.

IX. Committee Updates

- A. Fund Development- Tea, profit (first year with catering).
- B. Fun Fest is August 23<sup>rd</sup>. Volunteers and tents will be needed.

X. Executive Session not needed

XI. Motion to adjourn meeting at 8:57pm

Motion made by: C. Lucas  
Seconded by: M. Kinnunen  
Approved with unanimous vote.

XII. General information and reminders

- A. Next board meeting is Monday July 28<sup>th</sup> at 7:00pm