

Monroeville Public Library Board Meeting Minutes

May 19, 2025

Meeting held in-person with virtual option

Called to order at 7:04 p.m.

Members present

- Crane, Michael (President, Ward 1)
- Meredith, Kelly (Vice President, Ward 7)
- Kinnunen, Marty (Ward 5)
- Lucas, Cindy (Ward 2)
- Manners, Katherine (Ward 4)
- Non-voting
 - Henline, Nicole (Library Director)
 - Rader, Alan (Assistant Director)
 - Bodziock, Pam (Assistant Director)
 - English, Dave (Past President, ACLA Liaison)
 - Lindsey, Diane (Friends of the Monroeville Public Library)

Agenda

- I. Friends of the Monroeville Public Library
 - A. Congratulations to Bill for a great book sale; they thank us for the opportunity to have a table at the event (they signed up several people for the Friends). They look forward to doing a table again at the Fall booksale.
 - B. Farmer's Market: will have tent June 21, June 28, and the first two Saturdays in July. They would be happy to hand out a children's summer reading map or any other handouts.
 - C. Gallery Space: a new artist in June. No reception.
 - D. The Friends are now on Instagram! Please follow the Friends on Facebook and Instagram.
- II. Consent Agenda
 - A. Minutes - December 2023
 - B. Statistics - December 2023
 - C. Finances - December 2023

Motion to approve Consent Agenda
 Motion made by Meredith
 Seconded by Lucas
 No discussion, approved with unanimous vote.

III. Director's Report

- A. Grant updates: a huge thank you to Hope, Cory, Rose, and Pam for the Celebrating Our Communities End Report. Every receipt had to be scanned and submitted in order to receive the reimbursement. We were originally approved for \$10,000, it was then updated to \$12,000, and they were able to increase it to \$12,600.
- B. Building updates (Alan Rader):
 - 1. Security system is on hold from the municipality because it was realized that we have two contractors potentially working on the same aspects.
 - 2. The Book Walk has been paved (thank you to the municipality); Alan is going to find out from the Book Walk company, as well as the municipality, to see their schedules so that a final date can be chosen.
 - 3. We are working on fully opening the "Library of Things" – there are going to be more electronic devices (PlayStations, Xboxes, BluTooth car speaker, etc.), as well as toys.
- C. Impact Study: we are still working on the draft, but it's close to completion. The Feasibility Study; Jacqui from Strategy Solutions was here today and interviewed 5-6 people; Shane will be here Wednesday and has interviews scheduled; we have a few more to schedule with people who couldn't make it this week.
- D. Two weeks before the donor party, Alex Graziani brought in Sam Toles to do a Social Media Boot Camp for municipal employees.

IV. ACLA Report

- A. Earlier in the year, one of the requests they put in at the state level is a line for book vending machines. It has been approved for the Allegheny County Jail waiting room, Children's hospital, and Allegheny County family court.
- B. RAD funding: one of the pools of money the library receives is a portion of the RAD 1% sales tax. Each year, the Allegheny County libraries get to share in some of that funding (libraries actually get the largest share of funding). There's a committee that's been working on updating the formula; we've been frozen for the last couple of years. The committee is getting ready to approve a new formula to bring back to the membership for review and approval at June meeting. The only changes to the formula is to look at rolling averages for things like circulation, local funding and support – the things that have a tendency to sometimes yo-yo. The issue

there is that the current formula is set up so that, if we have a year where we are cut, that would cut the funding. But if, over three years, a cut happened in one year but remained stable the other two, this would keep the RAD funding more stable as well for each library.

- C. Pittsburgh Festival of Books is at CLP Main on Saturday, May 31 – including a fundraiser before it (where you can get a seat at a table with the attending authors).

V. New Business

A. US Open (golf)

- 1. We will be speaking with Eric about the US Open, and how Gateway school district is renting out their parking lots; Eric was reaching out to see if we could also rent out library parking (especially during Sunday, when we are closed anyway).

B. Parking lot

- 1. Cindy asked if it would be possible to have a sign that says “No parking during library hours” – Nicole said that we have done that often and it has not done much to help. Cindy and Marty said that they felt that it would be good if the school district could help us keep our spaces open for library patrons. Kelly asked if we could make the parking lot one way – come into the lot by the entry near the front door; leave the lot by the exit located across from the school. Alan is going to look into the possibility of making our lot one-way. Kelly and Marty suggested that the school district might be able to have staff present to assist with library parking during sports games, as the school district receives money for hosting the play-off games. Katherine said that she has seen the school district work to direct parking at other school events.

VI. Old Business

A. Donor Appreciation Party

- 1. Thanks to everyone who attended and helped out at the Donor Appreciation Party, and special thanks to Rob Leshner from the Pennsylvania Library Association for his presentation.

VII. Committees

A. Fund Development

1. The Tea is coming up on Sunday, June 1. We have 3-4 tickets left to sell. We're getting the tea catered for the first time this year, by Ebbies Catering. We are looking for contributions to the cookie table (cookies can be brought in before 3 pm on Friday to the Library; or 10a-12p to the Lourdes Center at Christ the Divine Shephard Church).
2. Fun Fest: Saturday, August 23 – an all-day event! Pick a volunteer shift, and please plan to come early or stay late so that you can enjoy the festival! It's geared towards the whole community – and our guest star mascots will be Elephant and Piggy! Last year, we saw 2,600 people. Fun Fest is not a fundraiser; it is almost entirely free (save for the inflatables, food, and raffles).
3. Kelly is putting together a board raffle basket for the Tea, Fun Fest, and the Friends trivia night. Kelly will collect any contributions that the board wishes to make, and then will purchase and create the baskets. This contribution also goes to a thank-you package for every staff member during April's National Library Week.

Motion to adjourn made by Meredith

Seconded by Lucas

No discussion, approved with unanimous vote.