

Monroeville Public Library Board Meeting Minutes

October 23rd, 2023

Called to order at 7:00pm

Meeting held in person with virtual option

Members present: Nicole Henline, Debbie Iszauk, Mary Frances Thorn, Emily Hoffman, Kelly Meredith, Michael Crane, Cindy Lucas, Ruth Payne, Dave English, Alan Rader, Pam Bodzioc, Diane Lindsey and Tara Rotuna (Friends of MPL).

I. Friends of the Monroeville Public Library update:

A. Thank you to all for making Trivia Night a success! \$1K was raised from the event.

B. The Sarris Candy Fundraiser is under way through December 15th.

C. Blanket the Library will be held on December 5th. This year features a winter shopping market as well as wine tasting sessions that you can sign up for, the cost for the tasting session is \$25/person.

II. Consent Agenda from September and Financial Reports from August and September, approved with unanimous vote.

III. Director's Report

A. Grant Updates:

1. We were not awarded the Richard King Mellon Grant.
2. We did receive the Constellation Grant.
3. This year's Love Your Library campaign was one of the best yet, raising approx. 20K.

B. National and State News- No Updates

C. Staffing- The Children's Room has a position available, the newest hire resigned.

1. Nicole researching the possibility of a shared position, she is in contact with Plum and Pennhills Libraries who utilize shared positions.

IV. ACLA Report presented by Dave English:

A. Work on strategic priorities has begun, RAD has asked for a 5-year plan to be presented to them.

B. The data from the Buncher Foundation is still pending, but the preliminary reports look positive for all libraries.

C. November 11th is election day, please get out and vote!

V. New Business – No update

VI. Old Business

A. 2024 budget draft will be presented to Monroeville Council October 26th.

B. School District library cards for all students has been approved! 3,000 library cards will be issued in the first cycle of distribution. Thank you to all who have been working on this effort.

C. Pitcairn Grant/RAD Transformative Grant, efforts are ongoing- a Pitcairn Committee meeting will be held at a later date for updates.

D. Discovery Gardens is moving ahead. Arkos Design Group has presented some preliminary plans and drawings of the project.

1. Staff polls are underway.

E. Strategic Planning Board retreat went great. Nicole will send out the summary once received from Deb Thompson.

1. The Friends have a meeting for strategic planning scheduled for November 6th.

E. Standards for Excellence-Policy Updates and Best Practices

1. Room Use Policy and fee update coming soon.
2. Library Programming versus Public Use Programming Policy and Explanation coming soon.

VII. Committees Reports

A. Volunteer- going well, the current volunteers are sticking around consistently.

B. Fund Development

1. Sponsorship packages are close to completion. There will be four different tiers of sponsorship levels.
2. The 2024 calendar is in progress.
3. The end of year letter is drafted. Adding information for the match and mission portion. A targeted mailing list is being used with help from Minuteman Press in North Versailles.

C. Facilities:

1. HVAC units are arriving soon.
2. Children's Room shelving- the new shelves are here, thank you to the Friends for their donation towards the units!

VIII. General Information and Reminders- Save the date: the next Board meeting is November 27th at 7pm.

Action Items: Volunteers will be needed for upcoming events:

Toddler Trick or Treat 10/31, Grinchmas and Nicole will email out the upcoming events for the New Year.

Meeting adjourned at 7:50pm. Moved into Executive session.