

Monroeville Public Library Board Meeting Minutes

June 27th, 2022

Called to order at 7:03pm

Meeting held in-person with virtual option.

Members present: Nicole Henline (Director), Debbie Iszauk (President), David English (President *emeritus*), Mary Frances Thorn (Vice President), Dennis McDaniel, Kelly Meredith, Mandal Singh, Emily Hoffman (Secretary/Treasurer), Michael Crane, Ruth Payne, Pam Bodzioc (Staff), and Tara Rotuna (from Friends), Eric Poach and staff observers, Craig and Heather.

I. Amy Gilligan ACLA accountant, was slated to attend to discuss what to look for when hiring an investment professional. She was not able to attend.

II. Consent Agenda (from May 2022) approved with unanimous vote with one correction.

III. Friends of the Monroeville Public Library

A. The gallery space will be transitioning to the next artist beginning the last week of June

B. The Friends, along with the Children's Librarian will be participating in the Farmer's Market every other weekend, Tara stated that is going well and thanks staff for all their help.

C. The outdoor book sale is July 9th. The Friends will have a table at the sale. New and returning Friends have an opportunity to shop 30 minutes before the public. Kona Ice will be at the book sale.

D. Trivia Night will be held Saturday, September 17th.

IV. Director's Report

A. After-school program update; two grant were approved, totaling 26K in funds.

1. Americore Youth staff will resume at the MPL after Labor Day.

B. Career Link partnership is going well.

C. Fun Fest Update

1. Partner Letter draft was included for the board to review.

2. Sponsorship letter to go out. Funfest email reminder to Monroeville council and mayor to go out.

D. The RAD draft formula and examples were provided to the board for review.

1. A 4% increase requested, this will leave a smaller deficit for the MPL.

E. The Friends book sale is July 9th. Book sorting help still needed during library business hours.

F. Book challenges continue nationwide. Staff and board members urged to review and become familiar with the libraries Collection Development Policy to be able to address any questions and concerns that may arise.

V. ACLA Report by Dave English

A. ACLA approved a grant for up to 5 million to be used in distressed communities.

B. RAD has been more acceptive of funding discussions. ACLA has been in discussions with RAD regarding budgets and RAD suggested asking for a 4% increase.

VI. New Business- no discussion points.

VII. Old Business

A. Next meetings are being planned for July. Offering, morning, afternoon, and evening time slots to allow for more people to be able to participate.

B. Letter to Community Partners drafted. There is a spread sheet to add ideas of who is a community partner, so they can be included in receiving the letter.

C. Standards for Excellence: Policy updated and best practices to be updated, Pam B. and Mike to spear-head this project.

VIII. Committee Reports

A. Volunteer Committee- two meetings have been held; four new volunteers are on board.

1. Plan is to continue to grow the volunteer program.

2. The municipal interns have been a big help, a thank you to them.

B. Fund Development

1. The Queen's Jubilee Tea Fundraiser was a success, \$5,200 was raised. Next year will require a larger venue due to the great turn out this year. Next year's theme will be Alice in Wonderland, potential date will be the Sunday after mother's day.
2. Memorials- target roll out is September, during Love Your Library month
3. Chili Event will be in September. You will order your chili in advance and then pick up your chili to go at the MPL.
4. September and End of the Year Letters-Letter examples for Giving Tuesday and the End of the Year Wrap-up to be ready in August for review.

C. Facilities- Eric Poach, gave an update, he emphasized prioritizing the libraries' needs because of the increased costs/inflation currently. He advised council is still considering our capital improvement requests.

1. Elevator repairs completed and has been in working order
2. HVAC is in line to be replaced

VIII. General Information and Reminders

1. The Chocolate Party will be moved to April 2023, to coincide with National Library Week.

ACTION ITEMS:

- A. Volunteers needed for Fun Fest, August 27th.

Meeting adjourned at 8:46pm.

Executive session was held.

The next board meeting is Monday, July 25th, 2022, at 7 pm.