

Monroeville Public Library Board Meeting Minutes

July 25th, 2022

Called to order at 7:02pm

Meeting held in-person with virtual option.

Members present: Nicole Henline (Director), Debbie Iszauk (President), David English, Mary Frances Thorn (Vice President), Dennis McDaniel, Kelly Meredith, Mandal Singh, Emily Hoffman (Secretary/Treasurer), Michael Crane, Ruth Payne, Pam Bodzioc (Staff), Dian Lindsey (from Friends) and Amy Gilligan (from ACLA)

I. Amy Gilligan ACLA accountant met with the board to present ideas and recommendations on what to look for when hiring an investment professional. Amy provided an overview of what ACLA Accounting services provided to libraries. She also provided an overview of the MPL's current accounting data.

A. Amy recommended the following: Having a strong investment policy in place.

B. Differentiate the role of an 'Advisor' vs. 'Fiduciary' their options for investments and what fees are charged.

C. Advised scholarship funds are a solid investment type to consider.

II. Consent Agenda (from June 2022) approved with unanimous vote, with no corrections.

III. Friends of the Monroeville Public Library update presented by Dian Lindsey:

A. The Friends were pleased to forward to the MPL, a grant from PNC for after-school programs in the amount of 12K.

B. Getting ready for 'Back to School' the Friends are having a fundraiser through 5 Below 08/07/22-08/21/22, the fundraising coupons can be picked up at the library, present the coupon at checkout and a percentage of the purchase amount will go to the Friends of the MPL.

C. ACLA East is involved with "Trivia on Tour" this fall. The MPL Friends theme is 'Opening Night', kicking off the Trivia Tour on Sept. 17th at 7pm, doors will open at 6:30pm.

D. Collaborations and planning for fall and winter fundraiser activities is ongoing.

IV. Director's Report

A. After-school program update; two grant were approved, totaling 26K in funds and a third grant is being submitted.

1. Interviews are ongoing to hire two individuals for the after-school program.

B. Career Link partnership is going well, the referral partnership with the MPL brought in \$400 in June.

C. Fun Fest Update: Volunteers are needed. Volunteers will need to obtain clearances.

D. The RAD formula change has presented a challenge. There is a six-week deadline to change and update the old formula and gain approval on this new draft formula. This will affect 2023 budgetary requests.

1. RAD is offering a grant opportunity for distressed communities, the MPL will qualify as we assist the borough of Pitcairn. The grant will provide five million dollars over four years for projects. Meeting with Pitcairn officials to be held to establish what their greatest needs are.

E. The Friends book sale held July 9th raised \$3,900.

F. Book challenges continue nationwide. Recently an individual challenged the book "Melissa" at our library, the encounter was handled by the MPL staff on duty.

G. There was a request made by Bob Casey and Summer Lee for a meet and greet to be held at the MPL. After discussion it was decided this would not be possible due to library by-laws regarding candidates actively campaigning.

V. ACLA Report by Dave English; information was provided during the RAD formula updates as noted in section IV-D.

A. ACLA approved a grant for up to 5 million to be used in distressed communities, MPL will participate in this, as the borough of Pitcairn would be considered a distressed community.

VI. New Business

A. Finance Committee meeting to be scheduled ASAP to discuss the 2023 budget as the RAD formula changes will cause 2023 budgeting difficulties.

VII. Old Business

A. Discovery Garden meetings had sparse attendance, but those that did attend were very enthusiastic and wanted to be involved.

1. New and interested partners were identified during the last meeting.

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

1. Policies needing to be updated were noted to be: The Conflict of Interest Policy and from for each year and the Whistle Blower policy.

VIII. Committee Reports

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

B. Fund Development

1. Memorials- target roll out is September, during Love Your Library month

2. Chili Event will be in September. Commercial kitchen has been secured for the chili prep.

3. September and End of the Year Letters will be coming out for board approval

C. Facilities- Council is still considering our capital improvement requests.

1. HVAC is in line to be replaced, dates TBD

VIII. General Information and Reminders

A. June Newsletter and Fundraising Event calendar included in the board packet for review.

B. MPL staff list updated 06/21/22

ACTION ITEMS:

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

Meeting adjourned at 8:30pm.

The next board meeting is Monday, August 22nd, 2022, at 7 pm.

