

Monroeville Public Library Board Meeting Minutes

August 22nd, 2022
Called to order at 7:01pm
Meeting held virtually

Members present: Nicole Henline (Director), David English, Mary Frances Thorn (Vice President), Kelly Meredith, Mandal Singh, Emily Hoffman (Secretary/Treasurer), Michael Crane, Ruth Payne, Pam Bodzioc (Staff), Alan Rader (Staff), and Diane Lindsey (Friends)

I. Consent Agenda (from July 2022) approved with unanimous vote; one correction noted to section IV-E.

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

A. ACLA East is holding a “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. Tickets will go on sale Sept. 1st at the Library.

B. The MPL Board to donate a raffle basket for the Trivia Night.

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

III. Director’s Report

A. Interviews are ongoing to hire one individual for the after-school program, one other person has been hired already.

B. Fun Fest Update: Going well with a lot of vendors/tables and generous donations. Thanks to Dave for recruiting volunteers from Target.

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

D. The RAD formula change has presented a challenge, 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. Nicole and Alan have made outreaches to possible contacts in Pitcairn, will follow-up with outreaches after Labor Day.

E. Book challenges continue nationwide. MPL staff remain vigilant for any possible challenges that come to the library.

F. The oldest boiler in the library has failed. The municipality will be replacing the boiler ASAP.

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

A. Dave added that Amy Anderson was to present the proposed budget and formula plan to RAD on 08/23/2022.

V. New Business

A. 2023 Budget presented to the board for review.

1. There was a salary comparison done of the MPL staff salaries versus other libraries of the same size in other communities in our region, this will be included in the upcoming 2023 budget presentation to the Monroeville Council.

2. After review of the presented 2023 budget, a unanimous vote was made that the budget was ready to be presented to Monroeville Council.

VI. Old Business

A. Investment Policy update: Voting took place to finalize the decision of selecting the financial advisor for the MPL.

1. By unanimous vote, Mike Wargo from LPL Financial was selected to be the libraries financial adviser.

B. Discovery Garden community meetings going well. Hoping to have some Discovery Garden items delivered to the library in time to be showcased at Fun Fest on the 27th.

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

1. Mike advised there is going to be an active calendar in place for regular policy management and ongoing timely updates.

VII. Committee Reports

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

B. Fund Development

1. Memorial letters to go out. Plans are underway to determine how large donors will be displayed, we are getting away from book plate displays.

2. Chili Event will be September 25th. Commercial kitchen has been secured for the chili prep. Pitt players will be joining the event.

3. September and End of the Year Letters will be separate focuses; Love Your Library and the MPL Mission.

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

1. The oldest boiler failed and is to be replaced by the municipality ASAP.

VIII. General Information and Reminders

A. Mandal will be participating in a poetry reading on September 21st at 7pm.

ACTION ITEMS:

A. Nicole to send out a Doodle to vote on a date to reschedule the September Board Meeting.

B. If any board member's/staff would like to participate and form a team for the Trivia Night, please email Mary Frances.

C. Volunteers will be needed for the Chili event September 25th.

Meeting adjourned at 8:20pm.

The next board meeting is scheduled September 26th at 7pm (but may need to be rescheduled)