

## **Monroeville Public Library Board Meeting Minutes**

November 24th, 2025

Meeting held in-person with virtual option.

Called to order at 7:02pm

### **Members present**

- Crane, Michael (President, Ward 1)
- Markosek, Joe (Ward 3)
- Kinnunen, Marty (Ward 4)
- Manners, Katherine (Ward 5)
- Hoffman, Emily (Secretary/Treasurer, Ward 6)
- Meredith, Kelly (Vice President, Ward 7)
  
- Non-voting
  - Rader, Alan (Assistant Director)
  - Bodziok, Pam (Assistant Director)
  - English, Dave (Past President, ACLA Liaison)
  - Cruess, Cathi (Friends of the Monroeville Public Library)
  - Poach, Eric (Council Liaison)

### **Agenda**

- I. Friends of the Monroeville Public Library
  - A. Final invoice for the book walk came in at \$9831.00. Friends will meet with Hope in January to determine the books and cost to sponsor the books to go along with the Book Walk in the Monroeville Park West.
  - B. The Friends will be at the library during the week of 12/01/25 selling raffle basket tickets for Cozy Up To The Library.
  - C. Grinchmas Volunteers needed.
  - D. The Five Below fundraiser will be going on from Dec. 7<sup>th</sup>-Dec.21<sup>st</sup>.
  - E. On Dec. 6<sup>th</sup> there will be the Parade of Cozy items, with models displaying knit hats. Thank you, Cindy Lucas, for agreeing to be one of the models.
  - F. The Friends are brainstorming larger venues within the community to support the growth of their fundraising activities for the MPL.

- II. Consent Agenda
  - 1. Minutes –October 2025 reviewed.
  - 2. Finances –October 2025 reviewed.

Motion to approve October Minutes

Motion made by: K. Meredith

Seconded by: M. Kinnunen

Approved with unanimous vote.

- III. Director's Report

- A. One of the largest library book vendors went out of business. Leaving the MPL with unfulfilled book orders. The library will be forgiven for not meeting the 12% purchasing provision.
- B. Grant updates- The Staunton Farm end report was completed, nearing being ready to be submitted. The Mcelhatten Grant was submitted.
- C. The Municipality received a grant for the Tall Trees Amphitheater to receive updates.
- D. Building updates
  - a. Fire monitoring-Security. Fire monitoring will be provided by the Able Group (waiting on installation).
  - b. 2026 budget- Mike Strom from the municipality met with Alan and supplied some of the cost expectations for the list of repairs.
  - c. Nooks- small office cubicles for study/meetings, these have been ordered, and we will coordinate with the Municipality for delivery and help with assembly. Usage policies may need to be drafted.

- IV. ACLA Report – presented by D. English

- A. The state budget has now passed. 7.1% increase was added to the library subsidies!
- B. RAD Committee did pass their budget and did approve the new formula with a 5% cap limiting fluctuations in the individual libraries funding going forward. This will benefit our smaller, underserved libraries.
- C. The Rad Board has passed their budget. The amounts will be presented by Dave in next month's meeting.

#### V. Municipal Report- presented by E. Poach

- A. Council Budget hearings are under way. The library's budget was presented and under consideration.
- B. Pension and retiree costs are now going to be broken down by each department. This makes each departments budget look like they are now over budget.
- C. Future revenue streams for the municipality may be reduced with upcoming changes in the next few years (mall demolition, possible loss of CVS Highmark). This may trickle down stream to department budgets throughout the municipality.

#### VI. New Business

- A. Grinchmas is coming up Saturday Dec. 6<sup>th</sup>. Volunteers needed.
- B. Parking may be complicated by a wrestling tournament at the Gateway Highschool on the same day. Wooden blockades to be provided by the municipality to block the library parking lot and may possibly use a constable to help with library only function parking.
- C. Congratulations to Alan who was awarded the promotion to assistant director of the Monroeville Senior Center! Thank you for all your wonderful service to the library! We will miss you!

D. At this time the municipality is not permitting back-filling the opening. However The MPL has gone above and beyond to continue the level of service with half of the staff they had prior to 2020 and previous Municipal staff cuts.

VII. Policy Updates- Director evaluations should be turned in by Dec. 1.

A. Data retention options to be considered.

VIII. Old Business

A. Capital Campaign- no update.

IX. Committee Updates

A. Fund Development- No meeting this month, will be meeting soon.

B. 2026 dates: Mini Golf 01/21/26, the Donor Party 4/25/26, Library Tea 06/07/26 and Fun Fest 08/22/26. Spring book sale 05/15/26 and 05/16/26. Fall book sale 09/18/26 and 09/19/2026.

C. Sponsorships are under way for Mini Golf. The goal is to have every hole sponsored.

D. 2026 magnet in production will be mailed out to our patrons in our New Years card.

XI. Motion to adjourn meeting at 8:42pm.

Motion made by: M. Kinnunen  
Seconded by: K.Merideth  
Approved with unanimous vote.

XII. General information and reminders

A. Next board meeting is Monday, December 15<sup>th</sup> at 7:00pm