

Monroeville Public Library Board Meeting Minutes

May 18, 2026

Meeting held in-person with virtual option

Called to order at 7:00 p.m.

Members present

- Meredith, Kelly (President, Ward 7)
- Lucas, Cindy (Vice-President, Ward 2)
- Kinnunen, Marty (Ward 4)
- Manners, Katherine (Ward 5)
- Markosek, Joe (Ward 3)
- Toney, Phillip (Ward 6)
- Non-voting
 - Henline, Nicole (Library Director)
 - Bodziock, Pam (Assistant Director)
 - English, Dave (ACLA Liaison)
 - Snyder, Carol (Friends of the Monroeville Public Library)

Agenda

- Thanks, Good News, and Kudos
 - Thanks to Bill on coordinating the spring book sale, which raised \$3,200. This is only the second time we have done a spring book sale.
 - Thanks to Meredith for attending the annual meeting of the Friends of the Monroeville Public Library.
- Public Comment
 - None
- Friends of the Monroeville Public Library
 - Planning on an October Max and Erma's fundraiser, waiting on date confirmation.
 - Looking into an August Five Below fundrasier
 - May 20 is the fundraiser at Red Robin.
 - Looking into a Pampered Chef fundraiser.
 - The March trivia night brought in net of \$2,397.04.
 - Potential dates for Trivia Nights in 2027 are March 20 and October 16.

- Books have been received for the Little Free Library giveaway in the Park. The Friends are waiting to hear back from Paul at the Parks department in order to get the Little Free Library containers installed at the Park. They have decided to spend \$1,800 a year to stock the Library (monthly totals will vary, depending on the weather of that month which will help determine how many they want to buy each month). Mike Baer had a lot of ideas as to where the Little Free Libraries could be located, and he has a map of potential sites.
- Kathy Kruess was contacted by Elaine Biondi's son, who is coming into town this week. Elaine's son is meeting with Nicole this week because he wants to give an endowment for the room. The Friends are waiting to hear more details from Elaine's son. As it is the 60 th anniversary of the Gallery Space, there is going to be some type of celebration this year. Tara Rotunda and some of the other Friends put together a display in the Display Case to highlight some of the Gallery's offerings over the years.
- The Friends will be donating \$500 for the summer reading program.
- The Friends will be donating a raffle basket and craft for Fun Fest, to tie into any theme or character attending.
- Consent Agenda
 - Minutes - April 2026
 - Finances - April 2026
 - Book Nook and Concession - April 2026
 - Statistics - April 2026
 1. Discussion of ability to breakdown certain statistics, although much of the data is provided to us and we are not able to make changes.
 - New monthly report requested by Graziani was included. Discussion of addition of patron quotes, door statistics, information about the Friends, events, and programming.

Motion to approve Consent Agenda with one correction in statistics.
 Motion made by Lucas
 Seconded by Markosek
 Discussion: Correction in "Items Cataloged" and "Items Withdrawn" to be corrected by Helene.

Approved with unanimous vote.
- Municipal Update

- CVS Distribution Center will be leaving Monroeville, which will affect tax revenue for the Municipality.
- Mall plans are still up in the air, waiting on negotiations with current tenants. Wal-Mart will be including a distribution center which will help with tax revenue.
- Library salaries should be able to increase with cost-of-living next year, and will continue to work to get library salaries comparable to those positions in the municipal building.
- Poach suggests we keep focusing on capital improvements, and may suggest we see if vestibule water damage repairs can be made under MS4 fees that the municipality has collected.
- The time of the year for budget hearings has not been determined yet.
 1. Nicole added that we are working with Mike Strom and Mike Moira from Design Three; Moira did a walkthrough and gave a very reasonable estimate to do plans in time for the 2027 Keystone Grant application, and Graziani approved it. This will include the bathrooms, as well as other things that cannot wait for the grant (i.e. the crack in the children's room wall).
- Director's Report
 - Grants
 1. Hope received a micro-grant for Learning Days.
 2. Previously discussed, due to turnover at the Penn Hills and Plum libraries, we are pivoting the Grable grant, with their permission, and will be putting together literacy- and learning-based kits for educators.
 - Teen Afterschool Program
 1. Valerie Warning of the Gateway School Board has been gracious enough to allow us to replenish snacks for the program from the Gateway High School Food Pantry, opening up funds for other needs.
 2. Will be working with AmeriCorps on new candidates for the mentors for the next school year, and will be providing more guidance and structure.
 - Staffing Update
 1. Over 100 applicants for the two part-time positions resulted in 10 interviews during the week of May 4, and both positions have been hired. Cardigan is the new part-time circulation assistant and Sam starts June 1 as a part-time librarian.

- ACLA Report
 - ACLA completed the salary survey and will be providing training on how to use the data. Suggests that the board members take advantage of the training when it is available.
 - In the past, ACLA had partnered with the University of Pittsburgh for funding social work interns. That did not happen last year, but a new foundation grant has been made and we are hopeful that we could have a new social work intern next year.
 1. If we get a social work intern, the hope would be to coordinate their schedule with the remote office times that state Senator Pisciotano has in the library.
 - ACLA is aware of the Hoopla restrictions. Their usage cost has gone up to over \$4,000/day. In response they set a daily cap at \$2,500. English and Henline are looking for feedback if you receive any from patrons. ACLA will be sharing some talking points, emphasizing that it's never a question of wanting to provide these collection items, it's a lack of funding to provide them.
 - Patrons outside of the state are able to get an ACLA library card for \$60 for a two-year membership, and that funding supports e-resources.
 - Henling has been named as the committee chair for the ACLA's AI Task Force, looking at ways to incorporate policies, procedures, and curriculum and to help libraries navigate AI.
- New Business
 - None
- Old Business
 - Maker Lab
 1. Frekker is working to reopen the Maker Lab.
 2. One quilting machine was going to need \$8,000 in repair, but instead a new one was purchased for \$10,000.
 3. There will be a soft-launch soon for any previous users of the Maker Lab. Looking at a grand reopening in July and the resumption of classes and open sessions.
- Committees
 - Fund Development

1. Donor Party went very well, including a better flow for the food.
 2. Still looking for help with cookies for the Tea, and have 30 tickets available for sale. Now that the book sale is over, will be pushing the Tea on social media. Volunteer sign-ups will be going ou soon.
 3. The first time the committee did a spring fundraising letter, for April's National Library Week brought in over \$4,000 in donations and an additional \$1,500 gifted online.
- Policy Committee
 1. Pod Policy will be hung up in the pods.

Motion to adjourn

Motion to adjourn made by Lucas

Seconded by Kinnunen

No discussion

Approved with unanimous vote.

Meeting adjourned at 8:30 p.m.

Upcoming events

- May 20 - Red Robin fundraiser
- June 7 - Tea fundraiser

Action items

- All - Pass along any patron comments about Hoopla to English and Henline
- All - Volunteer for the tea when the link is distributed
- All - Any help with baking cookies for the tea, or selling the last tickets would be appreciated.

Next scheduled Board meeting is Monday, June 22 at 7 p.m.