

Monroeville Public Library Board Meeting Minutes

September 6, 2023

Called to order at 7:06 p.m.

Meeting held in person with virtual option

Members present: Nicole Henline (Director), Debbie Iszauk (President), Mary Frances Thorn, Kelly Meredith, Michael Crane, Cindy Lucas, Ruth Payne, Dave English, Alan Rader, Pam Bodzioc, Diane Lindsey (Friends of MPL), and Eric Poach (Council liaison).

- I. Friends of the Monroeville Public Library update presented by Diane Lindsey:
 - a. 51 groups came in for the call for artists for the Gallery Space. Booked partially into 2026, plus some exhibits in the display case
 - b. Happy to sponsor the Petting Zoo at FunFest
 - c. Tickets on sale for Trivia Night on 9/23. Have already sold tickets
 - d. Friends table at the book sale
 - e. Sarris Candy fundraiser 9/15 – 12/15
 - f. 9/16 – Next Gallery Space reception
- II. Consent Agenda and Financial Report from July, approved with unanimous vote.
- III. Director's Report
 - a. Grant Updates
 - i. McElhattan – Meeting next Wednesday. Will talk to them about the potential of paying for an employee vs. an Americorp member to alleviate the stress of finding new Americorp members each summer
 - ii. Additional Grant Searches – Trying to find grants for things we already do to try and reallocate other funding/reduce amount of fundraising needed
 - b. National and State News
 - i. Calls to leave ALA – Monroeville is not a member (members of Pennsylvania Library Association – advocate at state level, help when asked. Not a policy-setting agency.)
 - ii. Book Bans
 - c. Staffing
 - i. New hire in Children's department – Marty Olszewski
 - ii. Potential new contractor for an arts programming position
 - iii. AmeriCorp person starting 9/28 (not 8/28 as previously thought)
 - d. Thanks to everyone who helped with FunFest. Great idea to close the Monday after! Lots of positive feedback about the event. Lots of new volunteers, too.
 - e. Encourage giving during September for Love Your Library
 - i. 100% Board Giving in 2022
- IV. ACLA Report presented by Dave English
 - a. Working on Strategic Priorities, starting with feedback at the regional meetings. Will be looking for board feedback in the future.
 - b. Asked RAD to approve revisiting the funding formula. Formula is frozen for upcoming year – spend the rest of this year and into 2024 reevaluating the formula to make it fairer for libraries across the board. Plan is to have a new recommendation to share with

RAD by next summer.

- V. New Business
 - a. 2024 Draft Budget
 - i. Budget Hearing – October 26

- VI. Old Business
 - a. School District Library Cards for all Students – In process as a question on Skyward. May be able to make the October data pull.
 - b. Pitcairn Grant/RAD Transformative Grant – Having a hard time reaching the person from PitCare that we've been working with, trying to set up another meeting. Will see if Benny and Emily can help facilitate.
 - i. Change our approach and build the program first, then see what funding we can find – explore sources in addition to the Transformative Grant.
 - c. Discovery Gardens
 - d. Update from Arkos – onsite September 18-20. Ideal time for board to participate is the Tuesday design sessions.
 - e. Strategic Planning
 - i. Board Retreat – September 28 from 3 to 7 p.m. at the Courtyard Marriott Monroeville. Dinner provided.
 - ii. Friends Meeting for Strategic Planning – November 6 from 5 to 7 p.m. at the library. Food provided. One or two MPL Board members also included.
 - f. Standards for Excellence – Policy Updates and Best Practices
 - i. Room Use Policy and Fee Update (Coming Soon)
 - ii. Library Programming vs. Public Use Programming Policy and Explanation (Coming Soon)

- VII. Committees
 - a. Volunteer – Continues to go well. Working on reallocating some staff projects to volunteers to better utilize them and free up staff time for other projects.
 - b. Fund Development
 - i. Sponsorship Packages – working to finalize so they can be sent out to businesses in October.
 - ii. Calendar for Next Year – 2024 major events are set. Plan in place for 2025 planning.
 - iii. Love Your Library – Letters went out in the mail. Encouraging social media posts, spreading the message any way we can.
 - iv. End of Year Letter – Focus on the mission
 - c. Facilities
 - i. HVAC – still waiting, but hopeful
 - ii. Children's Shelving – thank you to the Friends for committing to buy additional new shelving in order to open up the entire picture book area. Hope to have it up before the end of the year. Trivia Night proceeds will benefit this project.
 - iii. Security Assessment Results – \$185,000 for the library portion of the project. Front door intercoms, access controls, security cameras outside and inside, alarm panels

VIII. Executive Session (if needed)

IX. General Information and Reminders

a. September Newsletter

b. Next Board Meeting is Monday, October 23 at 7 p.m.

Board Retreat for Strategic Planning is Thursday, September 28 from 3 to 7 p.m. at
Courtyard Marriott Monroeville

Meeting adjourned at 8:50 p.m. Moved into Executive Session.