

Monroeville Public Library Board Meeting Minutes

January 27, 2025

Meeting held in-person with virtual option

Called to order at 07:04pm

Members present

- Iszauk, Debbie (Immediate Past President, Ward 1)
- Lucas, Cindy (Ward 2)
- Markosek, Joe (Ward 3)
- Crane, Michael (President, Ward 4)
- Payne, Ruth (Ward 5)
- Hoffman, Emily (Secretary/Treasurer, Ward 6)
- Meredith, Kelly (Vice-President, Ward 7)
- Non-voting
 - Henline, Nicole (Library Director)
 - Rader, Alan (Assistant Director)
 - Bodzioc, Pam (Assistant Director)
 - Poach, Eric (Municipality of Monroeville Council Representative)
 - English, Dave (Past President, ACLA Liaison)
 - Lindsey, Diane (Friends of the Monroeville Public Library)

Agenda

- I. Friends of the Monroeville Public Library
 - A. The Friends are partnering with the MPL for the teen after-school program grant.
 - B. Discussion by D. Lindsey regarding any suggestions for the upcoming Friends newsletter.
 - C. D. Lindsey offering to post fliers for the upcoming MPL mini-golf event.
 - D. The Friends will donate a raffle basket for the mini-gold event- Thank you Friends of the MPL!
 - E. February will be the Maker's Space Art Show
 - F. March will be the Gateway School district Art Show. The friends will hold a food drive to support the students.

- II. Board Reorganization- new position votes
 - A. Role of President awarded to M. Crane
Motion made by: E. Hoffman
Seconded by: K. Meredith
Approved with unanimous vote.
 - B. Role of Vice-President awarded to K. Meredith

Motion made by: E. Hoffman
Seconded by: M. Crane
Approved with unanimous vote.

- C. Role of Secretary/Treasure awarded to E. Hoffman
Motion made by: K. Meredith
Seconded by: C. Lucas
Approved with unanimous vote.

III. Consent Agenda

- 1. Minutes - December 2024
- 2. Statistics - December 2024
- 3. Finances - December 2024

Motion to approve Consent Agenda

Motion made by: K. Meredith
Seconded by: E. Hoffman
Approved with unanimous vote.

IV. Director's Report

- A. N. Henline shared the MPL received two single donations totaling \$12,000.
- B. Building Updates- there was a meeting with the Municipal Manager and Department Heads related to the renovation needs of the library building.
- C. Municipal Committees- the Municipal Manager is creating committees across the boroughs' departments. The MPL was invited to join a communication committee and a fundraising committee.
- D. Economic Impact Study- N. Henline and P. Bodzioc are working on this and there is a draft in-process to be shared.
- E. Big Events- discussion of hours adjustment on Mondays after big events of the library. Hours of operation will be 9am-4pm with limited staff for general patronage.

V. ACLA Report – presented by D. English

- A. Amy Allen was on Pittsburgh Live and spoke about the ACLA talent bank. Ideas of a Monroeville talent bank and utilizing the Monroeville At Your Service series through Monroeville TV.

- B. The RAD budget formula is up for review. Municipal funding is a pertinent part of the formula.
- C. There will be an upcoming discussion in February regarding shared services through out the libraries.

VI. Municipal Report by E. Poach

- A. Update and next steps regarding the renovation project discussed.
- B. Update on the new security systems discussed. A. Rader is spear-heading this project and working with the Municipality IT director, Tina Mueller.

VII. New Business- No discussion

VIII. Policy Updates

- A. Behavior Policy adoption of updates and edits.
Motion made by: E. Hoffman
Seconded by: K. Meredith
Approved with unanimous vote.
- B. Room Rental Policy- Tabled until February meeting.
- C. Weather Policy- Reviewed, no vote needed.

IX. Old Business- No discussion

X. Committee Updates

- A. Fund Development- mini gold hole sponsors still needed.
Volunteers sign-up sheet has been sent out via email.
 - 1. The Tea discussions are ongoing. Looking into the possibility of having the food catered this year.
 - 2. Discussion of a possibly new location for the September book sale.
- B. Governance- No discussion

XI. Executive Session- Not needed

XII. Motion to adjourn meeting at 8:41pm

Motion made by: E. Hoffman
Seconded by: K. Meredith
Approved with unanimous vote.

XIII. General information and reminders

- A. Next board meeting is February 24th at 7pm.
- B. K. Meredith will be accepting donations to manage the Board's raffle baskets for the upcoming big events.