

Monroeville Public Library Board Meeting Minutes

July 28th, 2025

Meeting held in-person with virtual option.

Called to order at 7:01pm

Members present

- Crane, Michael (President, Ward 1)
- Lucas, Cindy (Ward 2)
- Markosek, Joe (Ward 3)
- Kinnunen, Marty (Ward 4)
- Manners, Katherine (Ward 5)
- Hoffman, Emily (Secretary/Treasurer, Ward 6)

- Non-voting
 - Rader, Alan (Assistant Director)
 - English, Dave (Past President, ACLA Liaison)
 - Cruess, Cathi (Friends of the Monroeville Public Library)

Agenda

- I. Friends of the Monroeville Public Library
 - A. Thank you to staff and board members for sharing and commenting on the Friends social media posts to boost them.
 - B. Currently the Friends of the MPL fund raiser is going on at five Below.
 - C. Saturday Aug. 2nd from 6pm-9pm there is a reception for the August gallery artist.
 - D. December 6th is Cozy Up to the Library. The Friends will manage the book nook sales during the event.
 - E. The Friends would like to sell Spectra Dolce candy at their table during the book sale; this was okayed by Nicole.
 - F. The Friends would like to offer a free raffle for gift certificates at their table during the book sale, this was okayed by Nicole.
 - G. October 18th will be Trivia Night; can Alan and staff offer online and desk sales. Sale dates will be Sept 26th and October 1st (the early sale for staff, board members and the Friends.)

- II. Consent Agenda
 1. Minutes – May and June 2025 reviewed.
 2. Finances – May 2025 and June 2025 reviewed.

Motion to approve May and June Minutes
Motion made by: K. Meredith
Seconded by: C. Lucas and M. Kinnunen

Approved with unanimous vote.

III. Director's Report

- A. Grant updates- the teen after school program is in limbo due to the Ameri Corp. workers possibly facing federal cuts.
 - I. The library is looking for other routes and options to keep the teen after school program available.

- B. Building updates- Fire monitoring is now going to be provided by the Able Group. The installation will be happening soon.
 - I. Bids are being sought by the Municipality to provide a working security system for several Municipal properties, including the library.
 - II. Book walk manufacturing in process. Ribbon cutting ceremony is set for August 11th.
 - III. Tents: a 20 x 40 tent has been ordered to provide shade. These will be stored by the municipality when not in use.

- C. Library of things-
 - I. These items are flying off the shelf. We are compiling a list of more items and will continue to add as space and funding allows.

IV. ACLA Report – presented by D. English

- A. ACLA has received a grant for \$150,000 for EIN network updates.
- B. Celebrating the 1st book vending machine that has been placed at the County Jail.

V. Municipal Report

- A. Monroeville Council Block Parties at the Park with Bob Stevenson, council rep from Ward 3. At MCP West Pav #3. Tuesday August 12th (6pm-8pm).
- B. The National Night Out for Monroeville is Tuesday 08/05/25, the MPL will have a table.

VI. New Business

- A. Programming Update

VII. Policy Updates

- A. Program Policy, Room Usage Policy and the Public Comment Policies were reviewed, discussed and updated.

Motion to approve to include any non-substrative changes made by the Monroeville Solicitor:

Motion made by: K. Meredith

Second by: K. Manners

- 2. Discussion on possibly drafting a policy for public comments on agenda items.

VIII. Old Business

- A. Capital Campaign Feasibility Study is process.

IX. Committee Updates

- A. Fund Development
- B. Fun Fest is on August 23rd. Volunteers and tents will be needed.
 - I. Obtaining PA Child Abuse and State Police clearances is needed.
 - II. Tents needed! Any tents that are borrowed, please label all parts!
- C. Love Your Library- in September
 - I. Lots of Love Your Library promotions this year for the campaign.
 - II. The Love Your Library letter will still be going out.
 - III. Please let Nicole know if you need a Love Your Library T-shirt.

X. Executive Session not needed.

XI. Motion to adjourn meeting at 8:29pm

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

XII. General information and reminders

A. Next board meeting is Monday August 18th at 7:00pm