

Moon Township Library
Board Meeting Minutes
November 28, 2022

Vice President Kathleen Emmerling called the meeting to order at 6:03 pm.

Present:

Eric Fogle, Kathleen Emmerling, Barbara Nolfi, Director Heather Panella, Sydney Diehl, Sam McCrimmon (joined online at 6:10pm), Pam Dilanni

Approval of minutes

Motion to approve August minutes by Kathleen, seconded by Sydney

1. Community Comments – Attended by Sallie Adams

- Was interested in learning more about how the library is run. Ms. Adams is interested in possibly applying for the open position in the MTPL Board of Trustees. Suggested a mobile library to benefit senior citizens and community. Asked about capital funds campaign for library improvements. Suggested we share more in Allegheny West magazine, etc...
- Asked about our short-term goals (funding for rising healthcare costs)

2. Executive Session - started at 6:15 to discuss 2023 budget. Ended at 7:04pm

3. President's report

- Will prepare to meet with the Moon Township board of supervisors on Wednesday, November 30, 2022.

4. Treasurer's report

- Moon Library has a cash balance of \$901K.
- The YTD Surplus is \$53K, which is \$69K more than budget.
- Revenue is \$436K, which is \$37K more than budget.
 - Direct Contributions are \$41K and \$16K more than budget.
 - Government Grants are \$374K and \$24K more than budget. This is related to timing on Local government funding.
 - Earned Revenue is \$20K which is at budget.
- Expenses are \$383K, which is \$32K less than budget.
 - Personnel costs are \$251K and \$49K less than budget
 - Operations are at budget.
 - Collections are 17% of expenses.
 - All Government funds have been spent.
- Our plans for the use of 2023 state aid were submitted and accepted.
- We are on track for a clean audit for 2022 which will occur in February as well as a tidy end of year wrap up.

Motion moved to approve Treasurer's Report by Eric, seconded by Pam, Motion passes

5. Director's Report

- Submitted the 2023 proposed budget to the board of trustees
 - Approved budget will be passed onto Dawn Lane at the Twp and Amy Gilligan at ACLA
- ACLA's end of year checklist will be available in early December
- Once all 2022 consortium statistics are in place, a Yearly Report will be sent to the Twp Supervisors.
- 2023 Plans
 - "Did You Know" flyers or "Library Town Hall" sessions
 - Greater communication with local businesses and community representatives
 - Adding to Adult Career Development collection

- Received \$1,000 Workforce Development grant from the state
 - Needs for 2023:
 - Outside book drop
 - Children’s collection shelving
 - Possible collaboration with Brewer Toyota
- Consortium Highlights
 - Libraries continue to opt into fine free program
 - Consortium passed initiative to automatically forgive library bills 4+ years old
 - Falls in line with PA law on debt & debt forgiveness
 - ACLA is working to construct a statement on censorship, book bans, and libraries as spaces for all
 - New catalog system will be in effect for 2023
 - Possible drawback of comment sharing
 - No option to turn off

Motion to approve the director’s report moved by Sydney, Seconded by Barbara

6. Committee Reports

- **Personnel** – 2023 updated Payroll has been approved by the board.
- **Finance** – No report
- **Fundraising** – Cookie box sale in December. Icelandic Christmas sold 28 kits, and approximately 25 cookie boxes.
- **Building Improvement** – No report
- **Bylaws** – No report.
- **Community Engagement** – Heather Proposed “Town Hall” sessions for 2023

7. Old Business

- No Old business

8. New Business

- 2023 Budget proposal
 - Motion to approve the proposed 2023 budget by Pam Dilanni, seconded by Sam McCrimmon
 - Motion passed unanimously

9. Adjournment

- Meeting adjourned at 7:pm
- Next meeting scheduled for Wednesday, December 21st at 6:00pm
- *Motion moved by Sydney, seconded by Eric*

Respectfully submitted,

Eric Fogle

Secretary