



MOON TOWNSHIP LIBRARY BOARD MEETING MINUTES 2.22.23

President Call to order at 6:02 pm

Present: Mary Jo Wise, Amy Gabbard, Kathleen Emmerling, Pam Dilanni, Sam McCrimmon, Barb Nolfi, Sydney Diehl

Absent: Heather Panella due to programming conflict

Approval of Minutes

Motion to approve January 25, 2023 minutes by Sam McCrimmon, second by Mary Jo Wise

I. **Community Comments-** NONE

II. **Presidents Report:**

- Fundraising calendar needs to be set and the committees need to be up and running. Email/over the phone committee meetings are fine, please always invite Heather and Kathleen into all committee meetings.
- Would like to implement a Google Doc for each meeting.
- MTPL asked to be included on the agenda during the March BOS meeting to present the year-end report and the successes. All are welcome to attend.
 - Heather reports, President is present and speaks, Treasurer is there in case there are financial questions.
 - The “green sheet” from the state has been received-waiting for the township seal and approval.

Motion to approve the President’s report by Amy Gabbard, second by Mary Jo Wise

III. **Treasurer’s Report:**

- MTPL cash balance remains stable at this time; no financial complications.
- Following financials are preliminary for this point of the year until audit is fully complete:
- The following financials for year-end are preliminary.
 - Moon Library has a cash balance of \$893K in the bank.
 - The YTD Surplus is \$29K, which is \$24K more than budget.
 - Revenue is \$504K, which is \$13K more than budget.
 - Direct Contributions are \$65K and \$35K more than budget.
 - Government Grants are \$409K.
 - Earned Revenue is \$31K and \$3K more than budget.
 - Expenses are \$475K, which is \$11K less than budget.



- Personnel costs are \$311K and \$44K less than budget.
- Operations are \$63K.
- Program Expense and Collections are \$101K.
- Collections are 18% of expenses.
- All Government funds have been spent.
- The audit is almost complete. We're waiting on our FNB annuity statement to close everything out completely.
 - The auditors advised ACLA accounting to book an accounts receivable for tracking purposes of the wrong mortgage payment taken from our CFCU account.

Motion to approve the President's report by Amy Gabbard, second by Mary Jo Wise

IV. Director's Report

- No verbal report given. Heather sent out the year-end information to the library trustees prior to the meeting date.

V. Personnel: No report

VI. Bylaws: No report

VII. Finance: No report

VIII. Fundraising

- February 17th in-person committee meeting
 - Made a contact about a potential purse bash.
 - No more rentals in Crescent Township FD. Trying to find space in the Township for the event, but it is difficult to find a space.
 - Made contact with Forest Grove and Hopewell Fire Departments. This is planning on a 250 person event.
 - Hanger for food at cost or concession style.
 - Raffle off purse every 20 minutes and mini raffles in between. 20 volunteers needed. 50/50 paint sticks.
 - Would need basket donations.
 - Potential is November.
 - Look into St. Phillips, St. Margaret Mary, Impact Church, Elks, Carpenter's Union for potential space.
- Need to get on the calendar for the book sale at the Township building.
- Moon Parks Foundation (independent of the Parks/Recs department) Murder Mystery Event. Kathleen talked to Kendra White about the event and potential gifting of the funds raised to the money.



IX. Community Outreach

- Community Outreach Committee met on Feb.17
 - Suggests getting guest speakers in the library for current events and concerns.
Ex: Dr. Hart from Pitt, talks about toxic waste exposure.
 - Heather did an invite on community members sharing their expertise; this could be potential programming for the library.
 - Contacted retired nurse about the organization she volunteers at. They find people in need with her program and get community referral resources.
 - They will make meals for individuals in the community; they do deep cleaning for house, interior/exterior painting for seniors, lawn care, etc.
 - We would do this off-sight, would need to gather volunteers and disseminate them to the community.
 - We really need to find a way to bring opportunities that are based on the mission of the library. We want to try to grow our circle of influence in the township, but cannot take on the same roles as a volunteer “service” organization.

X. Building Improvements

- Building Committee met on Feb21.
 - Vitale/Bachman are the liaisons from the BOS.
 - We are on year 5 of the 10-year lease.
 - Mary Jo put Heather in touch with a grant writer.
 - Grant writer is working with another library in Allegheny County for current grants.
 - We need to get all of our plans in place in order to gain support from the supervisors.
 - Dawn Lane gave a courtesy phone call to Heather about the Board of Supervisors initiating a study to merge with other libraries and closing the Moon Library.

XI. Old Business

- History of the building improvement committee.

XII. New Business

- Next Meeting March 22, 2023 at 6:00pm

Motion to adjourn by Barb Nolfi, second by Amy Gabbard

- Adjourned at 7:28 PM