



August 30, 2023

Call to order: 6:03 pm

Roll Call Present:

Barb Nolfi

Amy Gabbard

Kathleen Emmerling

Sydney Diehl

Pam Diianni

Mary Jo Wise

Correction to the minutes from July. Barb Nolfi was present at the July meeting. Motion to accept the minutes as amended.

Motion made by Sydney Diehl

Amy Gabbard- 2nd motion

Motion passes.

Public Comment: Patty from the Friends. 21 Platinum tickets/12 Golden/4 Sponsors for Wilpen event. Walk through on September 7 to determine decorations and last minute items. Barb has an anonymous donation for a sponsorship and the sponsor would like to donate a ticket to an interested community member who could not afford it. Joann has sent out tickets to purchased them. Golden tickets are still available, they are \$50. Last day to purchase a ticket is mid-late 1st week of September. Patty thanked us for helping. She is tweaking the agenda for September 10. Tour will start at 1:00 pm. Friends of the library will also be sponsoring a homecoming booth. September 21 is the date for the carnival and they will pass out library information/book sale information. Friends would also like to be given a list of "needs" for the purse bash in November.

Kathleen proposes to shuffle the agenda to new business first.

New Business: Pam Diianni is resigning from the Board of Trustees.

Move into executive session for the Trustee's search. Motion made by Mary Jo. Sydney Diehl – 2nd motion.

Executive session begins at 6:19 pm for Personnel Matters

Executive session ends at 6:46 pm.

President's report:



Kathleen attended the garden party for Jane Miller and a \$50.00 gift card. September is “love your library month”. Jack Buncher foundation matches donations in the month of September. Love your library signs have been delivered and Heather will let the group know when they are ready to be picked up. Put in most visible places. Library theme is “Love”. Water bill appeal is out and they are coming in. Kathleen thanked the committees for all of their hard work this summer. Purse bash Nov. 4th, 4-7pm. Ad was placed in Moon Messenger.

Treasurer’s Report:

July 2023

- Moon Library has a cash balance of \$974K in the bank, which is \$78K more than year end.
- The YTD Surplus is \$81K, which is \$92K more than budget and \$12K more than last year.
- Revenue is \$362K, which is \$67K more than budget and \$38K more than last year.
- Direct Contributions are \$25K and \$7K more than budget.
- Government Grants are \$320K and \$53K more than budget because of the RAD additional funding.
- Earned Revenue is \$17K and \$7K more than budget.
- Expenses are \$281K, which is \$25K less than budget.
- Personnel costs are \$182K and \$25K less than budget
- Operations are at budget
- Program Expense and Collections are \$52K and is \$3K less than budget.
- Collections are 14% of expenses with a goal of 12% at year end.
- All government funds are spent.
- Investment income is \$9K.

Heather recommends streamlining accounts in early 2024. Finance committee

Motion to approve the Treasurer’s report – Amy Gabbard 2nd Sydney Diehl– Motion passes

Director’s report:

Summer Reading 2023 wrapped up August 12th

339 participants across all age-groups

7,000+ attendees at Summer Reading 2023 programs from June-August

General Operations & Personnel

Review of Internet & Computer Use Policy to comply with 2024 CIPA agreements

Board adoption/approval needed

2024 State Aid Library Subsidy Application due to OCL by Oct.1

MTPL's completed and submitted 7/17/23

2024 Budget



Requesting a 25% overall increase

15% of increase allocated for Personnel and Salaries with remaining funds used to balance the remaining budget lines with

weight given to a rise in eResources allocations and public computer leases for 2024

Frozen RAD funding, state, and table gaming funds for 2024

In-House Fundraising & Grants

Big Fall Book Sale dates September 21-23

Volunteers will be needed for breakdown of the event on Saturday, September 23rd

John Riley is working to get a quote on a dumpster for the sale – because of timing we will also reach out to the supervisors.

Library will open late on 8/21/23 to allow staff time to set up

September is Love Your Library Month

All funds raised for the month will be matched at a pro-rated amount by the Jack Buncher Foundation

Looking at selling Reading Buddy Bags (teddy bear with custom made MTPL shirt & book for kids)

Eaton grant provided \$2,500 for ADA accessible doors; \$4,430 short per Dawn Lane

Reached out about ACLA accessibility grants and state money

Budget discussion – Mr. Bachman asked to incorporate a “reasonable” increase in the budget proposal this year. Increase would be at an 8% proposed budget each year over the next 3 years. This would be about \$15,000 increase/year. We do not budget the building expense. This is an agreement with MTMA and we cannot add that in our budget because we do not actually receive that money. RAD/State has not passed a budget at this point so the budget numbers can change. RAD formula is frozen at this time, State funding will most likely stay the same and gaming revenues will likely go up slightly.

Question asked about story time pause for 3 weeks. It is due to the Kindergarten boot camp.

Review of the Computer and Internet Acceptable Use Policy. Motion to accept or amend the computer use policy as distributed. Motion made by Barb Nolfi, 2nd Mary Jo Wise. Motion passes.

Motion to approve the director’s report. Motion made by Amy Gabbard, Sydney Diehl – 2nd the motion. Motion Passes

Personnel: No report

Finance: No report

Bylaws: No report



Fundraising: Hopewell VFD 4-7pm – Nov. 4 \$40/ticket. Tickets made by Printing Press. Set up a sign-up Genius for time slots. Working on baskets, paint sticks \$20/tickets. Menu still TBD. LV will be a big/separate sale ticket at the end. Labor intensive. Suggestion to contact RMU for volunteers. DJ/Caller needed – Sydney will reach out. Vegas theme. Question about the liquor license in Hopewell. Need to apply for a game of chance license for Beaver County or Allegheny County. Heather will take care of that.

Community outreach: No report

Building committee: No report

Trustee search committee: Motion to accept the recommend of Rochell Stachel at the replacement candidate for Sam McCrimmon and the board recommends sending Katie Buchanan and Rashida Gorman to fill the seat vacated by Pam Diianni. These recommendations will be elevated to the Board of Supervisors for Appointment.

Motion made Amy Gabbard. Barb Nolfi – 2nd. Motion passes

Old Business: The board conducted an electronic vote to accept the unattended minors policy. Vote was unanimously. Vote was conducted on July 30.

Next meeting – Tuesday, September 26, 6:00 pm

Motion made to adjourn. Sydney Diehl – 2nd Mary Jo Wise.

Meeting adjourned at 7:55pm