

Friends of Upper Dublin Public Library
Board Meeting
Upper Dublin Township Conference Room
Tuesday, September 11, 2018

The regular meeting of the Board of Friends of UDPL was called to order at 1:00 PM by Robert Stutz, President.

Board Members Present: Robert Stutz, Dick Haggard, Jo-Ann Hunt, Karen Preston, Cathy Murphy and Bryan Gillespie attended. Jan Frohner and Connie Sugarbread were unable to attend. Cheri Fiory was also unable to attend.

Others from Library Staff and Friends: Lauren Smyth, Assistant Library Director, Andrea Merrick, on behalf of the Library Board. Four guests, Linda Walker, John Hunt, Bob Becker, and Sandy Krieg also attended.

Minutes of the June Monthly Meeting: Approved as prepared by Cathy Murphy, Secretary.

Treasurer's Report: (Jo-Ann Hunt, Treasurer) Jo-Ann presented the latest financial report. The Friends' total balance on hand as of August 31, 2017 is \$94,463.12. Jo-Ann reviewed the latest income/expense activities presented in the report. There were no questions and the Treasurer's report was approved. Jo-Ann separately reported in detail on the 2018 Fundraising events, including various speaker events as well as the 5th Annual Craft Show. Net profit results of fundraisers for 2018 thus far are \$3,548.86. Jo-Ann also advised that she is ready to "pass the baton" of overseeing/developing/managing the significant Craft Show responsibilities, after serving in this capacity for 5 years. She is happy to assist and mentor anyone who is willing to take over these duties. The Board first acknowledged Jo-Ann's excellent work, and thanked her for the extensive work she has done every year. It was noted that it may be necessary for a committee to take over the many duties Jo-Ann handled individually throughout the year leading up to the event. Robert agreed that this topic needs further consideration by the group, and he will add it to our next agenda. Bryan suggested to Jo-Ann it would be helpful for our next discussion to have a list of the main duties associated with preparing for and presenting the craft show. Other related topics for consideration include the time of year of the craft show, the scope of the event, and what could be done to increase attendance.

Library Director's Report

Lauren Smyth presented updates on behalf of Cheri on several matters related to the property at 520 Virginia Drive. First, at their August meeting the Township Commissioners approved the start of the design development phase. This is a very detailed process, and is expected to take about 10 weeks. Cheri is very involved providing information and guidance to the design devel-

oper on all aspects of the library's operations, such as tech needs, space needs for the various collections, meeting space needs, etc. Linda Walker also noted the needs for adequate space for the operation of book sales.

Next, Lauren provided an update of the activities of Fairmount Ventures, the fundraising consultant. A list of stakeholders and influencers has been developed, and the consultants will use this list to conduct the first phase of their feasibility study. Cheri is providing guidance to the consultants as they develop questions for interviewees. At the suggestion of Dick, Lauren/Cheri will provide periodic updates of the consultants' activities. Bob Becker also advised that he has suggestions for possible contacts that could be included on this list. Lauren will followup on Bob's suggestions.

Lauren also confirmed that the cost of the consultant will be shared by the Friends Board and the Township.

New Business

Jo-Ann reported on the upcoming Jewelry Show plans. She also indicated she will continue to be responsible for this fundraiser. The date of this year's event will be October 20. She will need volunteers for Friday set-up at 3:00 pm and throughout the following day for the sale.

Linda Walker reported on the book sale operations. She notes we continue to receive a lot of unusable donations, despite the efforts to inform people what are acceptable books to donate. She currently has two outlets for used books, and she continues to identify the best books for our sales (e.g., kids books). In addition Linda continues to monitor each of the Little Free Library locations.

Robert advised that we need to start the process of this year's Annual Membership Campaign soon. These plans will be discussed in detail at the next meeting, when Jan is available.

Plans for a "Literary Soiree" author event on November 30 are now moving forward. A separate committee has been formed, with Lauren taking the lead on planning for this new event. She provided an update of the committee's plans, and the group provided feedback on some of the issues presented, including ticket costs, possible raffle ideas (dinner with an author) and logistics.

Next Meetings: The next meeting of the Friends Board will be on Thursday, October 11 at 1 p.m. in the Library conference room. The meeting was adjourned at 2:12pm.

Respectfully submitted,

Cathy Murphy, Secretary