

Friends of Upper Dublin Public Library
Board Meeting
Upper Dublin Library Conference Room
Thursday, November 1, 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, Jo-Ann Hunt, Karen Preston, Cathy Murphy (by telephone) and Bryan Gillespie attended. Richard Haggard, Jan Frohner and Connie Sugarbread did not attend.

Others from Library Staff and Friends: Cheri Fiory, Library Director, and Andrea Merrick, on behalf of the Library Board. Guests in attendance were Linda Walker, and Jules Mermelstein.

Minutes of the October Monthly Meeting: Approved with suggested minor edits as prepared by Cathy Murphy, Secretary.

Treasurer's Report: (Jo-Ann Hunt, Treasurer) Jo-Ann presented the latest financial report and reviewed all income/expense activities since the last meeting. Expenses included author events, childrens' programs and rental for supplies for upcoming Soiree (wine glasses). We also discussed cost for annual appeal letters, and Karen advised that the additional expenses this year were likely in part related to sending out 800 additional letters. Jo-Ann also noted that this year's Jewelry Sale resulted in income comparable to last year's sale. The group also discussed whether the Friends should pay for a new Keurig machine for the library. Connie is exploring the possibility of a coffee service which may be more cost effective. Jo-Ann notes that we do not make any money on the coffee machine. Cheri will followup on the possibility of using a coffee service, and she thinks it would be worthwhile to offer patrons this perk (no pun intended).

Membership Report: The mass mailing is in the process of being completed, and letters should go out within the next week. Robert stated that he would like to start this process earlier next year (i.e., the beginning of October) since so many organizations are seeking donations at the same time.

Old Business

Update on Jewelry Show: Jo-Ann described this year's event and noted that next year will be the 10 year anniversary of this fundraiser. She would like to do something special, e.g., a raffle, to mark that event. Jo-Ann also noted that Deb Ritter was a great resource of information regarding the value/worth of items on sale.

Craft Show discussion (continued): The Friends continued to consider what would happen with the annual Craft Show in 2019. Cheri notes that there will be 5 major UDTownship events for the

300-year anniversary, and some of these will be happening close to our usual August date for the Craft Sale. Also, thus far no one has agreed to assume all of the responsibilities for managing this event, and Jo-Ann has started her work on it each year during January. Linda noted that the anticipated opening of the new library is a valid reason for delaying this event so that we can consider hosting it at the new location. The consensus at this point is to allow the Craft Show to go on hiatus during 2019, but if there are any new developments (e.g., someone comes forward to take over this project), we will revisit the issue at that time.

New Business

Library Director's Report

Cheri provided an update on development of space for the new library. At this time, a team is working on design issues related to transforming what was once office space into suitable library space. Cheri also brought us up to date on the township's consideration of proposals by various companies to serve as energy savings consultants. Proposals are due in January, with the Township Commissioners considering and possibly approving one at their February meeting. Cheri also noted that one of the challenges presented by the building is the need to update its 1980's infrastructure to meet current accessibility requirements. The architects/design team will be making recommendations on how to address these and other design issues to the Township Commissioners for their consideration.

Cheri also updated the Friends on the activities of the fundraising consultant. They are continuing to gather information and will make a presentation to the Fundraising Committee on November 12. With regard to the use of a Foundation to accept donations, Cheri confirmed that plan is going forward, as the Township is better equipped to handle the management of these funds. This will also allow the Friends to keep up with our current support efforts without the additional work necessary to run a separate Foundation.

Cheri also advised that she is in the process for preparing for the 2019 Budget discussions with the Commissioners. She informed us that a "stand pat" budget for the amount of Friends contributions would be appropriate for 2019. There was unanimous agreement on the requested Friends funding for 2019.

There was a discussion about the free museum passes program, and Cheri is going to offer the community a chance to weigh in on what passes they are most interested in using.

Jo-Ann suggested that the Friends have a threshold amount for funding requests that would require prior approval by the Board. After some discussion, it was agreed that any individual expense in excess of \$800 will require prior approval by 2 out of 3 Friends Board officers.

Next Meetings: The next meeting of the Friends Board will be on **Thursday, January 10, 2019, at 1 p.m. in the Library conference room.**

The meeting was adjourned at 2:30 PM.

Respectfully submitted,

Cathy Murphy, Secretary