

Friends of Upper Dublin Public Library
Board Meeting
Upper Dublin Library Conference Room
Thursday, October 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, Jan Frohner, Cathy Murphy, Connie Sugarbread and Bryan Gillespie attended.

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, Jules Mermelstein and Susan Tofani.

Minutes of the September 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. The current balance on hand as of 9/30/18 is \$92,695.86. Jo-Ann reviewed the latest income/expense activities presented in the report. Jo-Ann answered questions about certain expenses, and advised that the "management software" costs of \$895.00 are related to our new system for handling the museum passes. This will be an annual fee, and the software will provide significant data to help assure sound decisions about the pass program in the future.

Membership Report: (Jan Frohner, Membership Chair) Jan advised that the annual membership drive is about to begin and will proceed along the same lines as last year. Letters will be sent to current and lapsed Friends members, as well as to a pool of library cardholders based on the # of items they checked out. Cheri and Karen will confer separately to develop a plan for capturing new card holders. Jo-Ann will provide a list of people whose letters were returned to us last year, to prevent repeat mailings to those addresses. Jules suggested that we consider asking the township to include a Friends membership letter in the "new resident" packets. The group agreed with this suggestion, and agreed this possibility should be explored with appropriate township staff.

Old Business

Update on Jewelry Show: Jo-Ann lead a discussion on the upcoming annual Jewelry Show scheduled for October 20. There are about 3,000 pieces available for sale. Set-up will begin on Friday, October 19 at 2:30 PM. Volunteers were identified for both Friday and Saturday coverage for this event. Jo-Ann noted that William Jeanes Library has a sale scheduled for November 2 or 3.

Report from Library Board Meeting: Andrea presented her report on the most recent Library Board meeting. A separate, new 501(c)(3) board/foundation is being considered to assume responsibilities related to upcoming fundraising efforts related to the relocation plans to 520 Virginia Drive. The township solicitor would set up and oversee this board/foundation. Jo-Ann noted there should be consideration of possible tax consequences/implications related to raising funds for the renovations. It was also noted that the township is considering plans for relocating the school bus storage space; it has been suggested by some community members that the Virginia Drive property be used for this purpose.

Annual Craft Show; Continued Discussion: The Friends Board continued its consideration of plans for the 2019 Craft Show. Jo-Ann prepared a detailed outline that explains the most essential tasks related to this event. In response to questions, Jo-Ann provided additional descriptions of the range of skills needed and the amount of time required to oversee and manage this event. Suggestions were made that included seeking a main coordinator and then dividing the various tasks among a group of volunteers. Given the extent of the responsibilities related to this project, there was also consideration of canvassing the general Friends membership to seek volunteer(s). Jo-Ann suggested that the coordinator position should be the responsibility of a Friends Board member. Robert noted that the decision to continue this event in 2019 is not limited to whether this is a financially worthwhile endeavor; someone (on the Friends Board) will have to make a considerable time commitment that will begin in January. It was also suggested that perhaps we should grow our base of volunteers/board members in the upcoming year, and take a hiatus from this particular project in 2019. The board agreed that further discussion should continue at our next meeting.

New Business

Library Director's Report

Cheri provided an update on the activities of the fundraising consultant. The consultants are currently conducting interviews of about 40 people in the community. Cheri requests that we advise her if we have any suggestions for people that the consultants should interview. This is the "quiet" phase of the fundraising, mainly consisting of these interviews. Cheri notes that the \$750,000 grant received for the library renovations goes to the township. HVAC improvements and other mechanical/electrical/plumbing updates are possibilities for use of this funding. Design work is ongoing, and current discussions include building management, security and lighting. The target dates for renovations at this time are that work will begin in April 2019 and completed in September with library move-in during November

2019. Cheri expects to have further information for us after the November 17, 2018 Township budget hearing.

Cabaret: Plans for a "Literary Soiree" author event on November 30 are moving forward. A separate committee, led by Lauren, is continuing to make necessary arrangements, including food and other donation solicitations, and are meeting regularly to plan this event.

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

The meeting was adjourned at 2:50 PM.

Respectfully submitted,

Cathy Murphy, Secretary