

NOTE: The March 2020 Friends Annual Meeting reported below was conducted consistent with current prevention guidance related to the outbreak of the Covid19 virus. This included such measures as advising attendees at the start to engage in social distancing throughout the entire meeting, wiping table surface with disinfectant wipes, facilitating optional phone participation and moving through the agenda promptly. The Friends Board had previously cancelled the Annual Volunteer Luncheon that was scheduled to follow this meeting.

Friends of Upper Dublin Public Library
Upper Dublin Library Community Room
Thursday, March 12, 2020

The 2020 Annual Friends meeting was called to order at 11:00am by Friends President, Robert Stutz.

Board Members Present: The following members of the Friends Board were present: Robert Stutz (President), Jo-Ann Hunt (Treasurer), Karen Preston and Bryan Gillespie (by telephone), Cathy Murphy (Secretary), and Jan Frohner (Membership Chair). Richard Haggard (Vice President), Jules Mermelstein, Susan Tofani, and Connie Sugarbread were absent.

Others Present from Library Staff and others in attendance: Cheri Fiory, Library Director; Andrea Merrick (Library Board) and Alan Gnessin; Wendy Radar (Library Board); Gary Fisher (Library Board); Nominees for new members of Friends Board: Sunny Gross and Alicia Fortunato; other guests included but not limited to: John Hunt; Bob Pasevento; Audrey Gillespie (by telephone).

Minutes Approval for February meeting: The minutes from the February Friends regular monthly meeting were submitted by Cathy Murphy. The February minutes were approved unanimously on motion.

Treasurer's Report and Membership Report: Jo-Ann Hunt provided a detailed Treasurer's Report. She reported 2019 total income of \$52,238.07, and noted that \$9,666.50 of this was generated by the used book sales program. Jo-Ann described in detail the Friends expenses for 2019 in the amount of \$53,911.09, noting that Friend funding supported 228 Children's Events, 95 Teen Events, 83 Adult Events, as well as the popular Free Museum Pass Program. The total balance on

hand as of 2/29/2020 was \$105,790.08. Jan Frohner presented an update of the 2019/2020 membership drive results. There are now 277 Friends members, which is the same membership level achieved in the previous year. Jan also reported total donations of \$16,361.72 from this year's annual appeal. The Treasurer's report and membership reports were unanimously approved by the Friends Board.

The Board then voted to switch our savings account from PNC to the PAInvest, based on the thorough research and presentation by Bryan Gillespie at last month's meeting. This change will increase the interest earned on this account. The Friends will also be able to write checks off of this account. On motion, the Friends unanimously agreed to move the savings into the PA Invest account.

In addition, Bryan suggested that Jo-Ann has discretion to move funds from the Savings account to the PA Invest Account when it is opened. The transfer in \$50,000 multiples (when attained) to UD Township from the Capital Campaign account will remain an agenda item for our future monthly meetings. Jo-Ann will continue to provide her detailed monthly reports to the Friends Board on such transfers.

The Board also briefly discussed the need for a "conflict of interest" policy for the Friends Board members. Cathy Murphy agreed to research this issue, including obtaining sample agreements from other libraries, and she will report on her findings at an upcoming meeting.

Old Business: Robert advised that Susan Tofani has confirmed that our application for the Educational Improvement Tax Credit program has been approved, after considerable effort by Susan to complete and follow the processing of the application. Susan expects to receive written confirmation of the approval, and we will then begin next steps to inform local businesses of our eligibility for funds under this program.

Cheri reported on the status of the 'public phase' of the Capital Campaign which has recently begun. Alicia Fortunato is serving as the chair of the committee that has formed to work on the public phase. So far, approximately \$2500 has been raised in this new phase. Next steps include brochures to be mailed out to community and the next Leisure Guide will have information about this phase. Nonetheless, Cheri also correctly notes that the anticipated continued actions to address the Covid19 outbreak will undoubtedly have an impact on any further progress in the near future.

Cheri also said that the construction at 520 has thus far been completed in a timely manner and looks "beautiful" as they are now working on finishes. Again, the progress of the construction, as well as planning for all related actions (relocation of the library, a "soft" reopening of the new library, and any/all related events will likely have to be adjusted as community responds to the ongoing public health challenge. This also includes the possible "Grand Opening" that was tentatively set for September 13 from 3pm to 9pm. Cheri also said a committee will be formed to work on planning for the Grand Opening.

Guest Bob Pasevento raised concerns about plans for access to the new location. He regards access as a critical issue and wants to avoid any increase in the distance that must be travelled to gain access. He expressed his desire for the Friends and any other interested parties to contact the Board of Commissioners on this issue

New Business: Robert noted that our annual "Thank You" event for all of the Friends donors is usually held in mid-May. He has requested a proposal from a local caterer, is waiting for a reply. Robert also said it appears to be a "slim chance" we will be able to move ahead with this event on our usual schedule.

The Board then considered establishing a "Children's Service Fund," a new committee that will be responsible for overseeing funds to be used to provide ongoing support for our younger library patrons. Members of the committee would be Jonathon Bleemer (UD Township Finance Director), Bryan Gillespie, Alan Gnessin and Jo-Ann Hunt (as a non-voting member.) On motion, creation of this committee was unanimously approved.

On separate motion, the Board also unanimously agreed to make Cheri Fiory a non-voting member of the Friends Board.

The Board then took up the election of Board Members for 2020-2021. The following were confirmed on unanimous vote as Friends Board members for the upcoming year:

Robert Stutz; Richard Haggard; Jo-Ann Hunt; Jan Frohner; Karen Preston; Cathy Murphy; Connie Sugarbread; Bryan Gillespie; Jules Mermelstein; Susan Tofani; Sunny Gross; and Alicia Fortunato.

Robert made a short presentation in honor of Linda Walker, who was unable to attend today's meeting. Linda has been a tireless volunteer

and advocate for the Friends and UDPL, and her efforts with the Book Sales Project consistently yielded significant funds. The Friends have a gift that we hope to present to Linda at a later date.

In closing, Cheri advised that the entire library staff is taking the developing public health concerns raised by the coronavirus very seriously. They have suspended all public programs for at least the next two weeks and are also engaged in extensive cleaning of the library. Cheri advised that the library staff will take all steps necessary to assure the protection of the public and the library staff.

Meeting adjourned at 12:10pm.

Next Meeting: The next Friends' Board Meeting is currently scheduled for April 9, 2020.

Respectfully submitted,

Cathy Murphy, Secretary