

Subject: Minutes from the UDPLB Meeting on Wednesday, January 15, 2020

Attendance: Library Director Cheri Fiory, President Jeanine Buesgen, Treasurer Wendy Rader, Secretary Andrea Merrick, Suanne Strauss, Gary Fisher and Alicia Fortunato. Member Cathy Murphy was absent. Jenn Roberts from the Library was also in attendance. There was no representative from the Friends of Upper Dublin Library. Girl Scout Troop #71558 was in attendance to make a presentation.

President Buesgen called the meeting to order at 6:34 PM.

Consent Agenda Items:

There being no objection, the Board moved, seconded and approved the following items:

- (a) Minutes of the November 13, 2019 meeting**
- (b) Financial Report for November 2019; the December FR was not yet available**
- (c) Librarian's Report for November and December 2019**

The consent agenda was accepted without change. There was a comment that the ability to reserve museum passes online has increased circulation and has been well received.

Public comment: The Girl Scout troop from Maple Glen Elementary School gave a presentation as part of their Badge- Outdoor Journey. They are working on a Take Action Project to help change the community they live in. They presented a video challenging the Library to assist them and then answered questions. Some things the Troop are interested in are: a no littering project, learning about bugs, reading to animals outdoors, taking a nature walk with an author to learn about native plants, planting trees at the new library and going for a story walk. The Library staff will consider their requests and respond.

Discussion items:

a) Friends Update

Cathy Murphy submitted a report which Wendy Rader highlighted. The Friends' treasury has a balance of \$105K. \$50K has been transferred to the UDT capital campaign fund. The Friends have 267 members to date, generating about \$15K in membership. The long standing book sale will be put on a year's hiatus. With the move to the new library, it is unclear whether the book sale will continue. Donations will be suspended. Director Fiory met with Town Books, too. The new library will have an express check out area and possibly a store, but no book sale area. The Friends are considering hosting a thank you to the Friends members at the new library before it opens.

b) Loaning Policy Update

There were modest revisions to this policy that the board reviewed. There were no questions or concerns and the changes were accepted and approved.

c) Building / Fundraising Update

Director Fiory discussed the issues around when to close the current library facility and when to open at the new locations. Discussions are underway with stakeholders including movers. It is expected that the library will be closed for 3 weeks in May and potentially opening on the Wednesday after Memorial Day or by June 1st. The State must be notified of the library closing since it will longer than 3 days.

It was noted that unused metal shelving will be recycled. Most of the furniture will be relocated to the new library. Additionally, all the recognition plaques from previous fundraising campaigns will be taken to the new library and suitably located.

Director Fiory noted that there may be as much as \$450K in potential large gifts. The public campaign will be activated shortly. There was discussion about how to identify additional donors, what role the commissioners are playing and ensuring they all donate, and how best to reach out to the office park businesses.

d) Draft Policy for Library Board Members

Suanne Strauss had drafted a document setting for expectations for Library Board members. The board reviewed and discussed the content and agreed to most of the expectations: attendance at five of the six meetings each year at a minimum; be a member of the Friends; attend library events; support fundraising events; and advocate for the Library in the community.

e) Change in board membership

Member Alicia Fortunato's term is ending this June. She will need to be replaced,, hopefully with another person who is a strong advocate of the library.

The meeting adjourned at 8:49 PM.

The next Library Board meeting will be held on Wednesday, March 18, 2020 at 6:30 PM.

Respectfully submitted by,

Andrea Merrick