

The Friends of Upper Dublin Public Library

Monthly Meeting of Friends Board Meeting
Virtual meeting conducted using ZOOM
August 13, 2020

Name	Present in Person	Not Present	Present by Remote Communication
Friends Board Members			
Robert Stutz, President			X
Richard Haggard, V. President			X
Jo-Ann Hunt, Treasurer			X
Jan Frohner, Membership Chair			X
Cathy Murphy, Secretary			X
Alicia Fortunato			X
Bryan Gillespie			X
Sunny Gross			X
Jules Mermelstein			X
Karen Preston			X
Connie Sugarbread		X	
Susan Tofani			X
Cheri Fiory, Library Director (nonvoting member)			X

Others Present from Library Staff and others in virtual attendance: Lauren Smyth, Assistant Director UDPL; John Hunt; Linda Walker, Suanne Strauss, Barbara Goodman, Grace Karschner, Joyce McCormack, Eric Koontz, Elisa Heisman.

A meeting at which a quorum was present was held and called to order at 1:03 pm.

Minutes Approval for July 2020 monthly meeting: Minutes for the July 9, 2020 monthly meeting of the Friends Board were submitted by Cathy Murphy. On motion, the Minutes for the July 2020 meeting were unanimously approved.

Treasurer’s Report and Membership Report: Jo-Ann Hunt provided a detailed Treasurer’s Report. The total deposits on hand at the start of the month were \$104,991.12. Total income of \$707.00 for July was reported, including a memorial donation of \$54.00 by the Gomer Family. Expenses for the month totaled \$2,111.16, primarily to support funding for Teen, Adult, Children and STEAM programs. Jo-Ann also reported a current Capital

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Campaign account balance of \$18,762.49. Cheri Fiory provided additional information regarding the efforts to secure pledges and gifts for the Capital Campaign, noting that the overall goal for the campaign is \$1.7 million.

Jan Frohner reported that there were no new general membership Friends to report. She also noted that she prepared thank you cards for both the Gomer Family and for the person who made a donation of \$200.00 while attending the book/dvd sale held at the end of July.

Old Business

Status of Letter to Ambler Gazette, David Toll presentation and update on launch of Public Phase of Capital Campaign: Cheri Fiory provided an update on actions she has taken since our last meeting on various decisions related to fundraising for 520 Virginia Drive. Plans for a letter to the Ambler Gazette and a presentation on donation strategies for potential donors by Mr. Toll have begun.

Proposed Action: In light of the challenges presented by ongoing pandemic issues, Cheri proposes a consolidation of the various fundraising committees into a single, smaller group. This blended group will strategize on the next steps for the Public Campaign roll out, with a likely launch in October. The Friends Board agreed with this proposal. Action required: Cheri suggested participation by some Friends Board members on this committee. She requested that the following people inform her separately by email of their willingness to serve on this new committee: Robert Stutz, Bryan Gillespie, Alicia Fortunato, Karen Preston, Susan Tofani, and Cathy Murphy. Additional members will include Janine Buesgen, India Frazier and Cheri Fiory.

Proposed Action: The Board also discussed the possibility of holding the annual jewelry sale in 2020 or 2021, in light of the success of the recent used book/materials sale, as well as the past record of success of this event. As with any such event, restrictions due to the ongoing Covid19 pandemic will have to be considered. Action agreed on: Jo-Ann and Susan Tofani agreed to form a small committee to explore the possibility of a jewelry sale. Other members were invited to join this exploratory committee, and they will report back to the Board on their progress in future meetings.

Conflict of Interest Policy: At the request of the Friends Board, Cheri forwarded a draft of a "Friends Board Conflict of Interest policy" to the UD Township Solicitor's Office for comment and review to assure conformance with applicable legal requirements. Cheri provided a response from the Township Solicitor, and Cathy Murphy incorporated all of the recommended edits made by the attorney. The Friends Board was provided an amended version of the policy prior to this meeting and the members discussed the latest version.

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Action Taken: On motion, the Friends Board unanimously agreed to adopt the final version of the Conflict of Interest Policy. Further Action Required: Cathy Murphy will send all Friends Board members a copy of the Annual Statement acknowledging their receipt of this Policy and agreement to conform to its terms. Board members will sign and date this document and either deliver it personally to Cheri, or mail it. Cathy Murphy will send an email with specific instructions on where Board members can mail their signed agreement if they choose that option.

Update on switch of Friends savings account to PA Invest: Jo-Ann reported on her ongoing efforts to finalize the transfer of Friends savings account funds to PA Invest. After several more attempts to complete this process, Jo-Ann reported that she has successfully deposited a check for \$50,000. with the PA Invest Fund, through Wells Fargo.

New Library Relocation Update: Cheri updated the Friends Board on the status of renovations and timeline for completion of tasks needed to reopen the UDPL. The next priority is completing and opening the service window, and she hopes that this will be accomplished in September. Cheri further explained that a “punch list” of various remaining renovations is being completed. Also, extensive staff training on both the use of the new space as well as the restrictions required by the pandemic will be conducted the weeks of 8/24 and 8/31. Discussion was conducted about the pandemic restrictions anticipated, e.g., decreased levels of services and expected restrictions on volume of patrons, use of computers/meeting rooms, etc. At this time, no specific “opening date” for the public has been determined, and Cheri will keep us informed.

New Business: Cheri addressed various items on the agenda under “New Business” that are related to fundraising for the new library. In that regard, she noted that a video is currently being prepared, under the direction of Molly Kane, for use in the Capital Campaign. Cheri also described for the Board a donation made by the Gnessin family to support the library’s focus on children’s literacy at the new location.

Discussion was conducted re: to the timing of the Friends Annual membership campaign. Following this discussion, it was agreed that the Friends will hold back on conducting its Annual Membership campaign at this time. We will revisit the timing of the membership drive with Cheri in a later Friends meeting, when we have more information about the launch date for the Public Phase and the opening of the library, e.g.

Book Sale results: Thanks to the efforts of Lauren Smyth and a team of volunteers, the recent sale of used books and materials was very successful and yielded over \$2,500.

UDPL Library Board report: Cathy Murphy provided a summary of the latest Library Board meeting, held on July 15, 2020 by Zoom call. The primary focus of that meeting was on the relocation and related topics.

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There being no further business, the meeting was adjourned at 2:26pm.

The next regularly scheduled meeting of the Friends of UDPL is scheduled for September 10, at 1:00pm tentatively to be conducted virtually using Zoom.

Respectfully submitted,

Cathy Murphy, Secretary