

**Subject:** Minutes from the UDPL Board Meeting on Wednesday, January 19, 2022

**Attendance:** Library Director Cheri Fiory, President Janine Buesgen, Secretary Andrea Merrick, and members, Gary Fisher, Suanne Strauss, and Joan Ryder Ludwig were all present. Treasurer Wendy Rader and member Cathy Murphy participated by Zoom.

The meeting was conducted in person at the Library.

There was an Executive Session from 6:00 PM until 6:30 PM.

President Buesgen called the regularly scheduled board meeting to order at 6:30 PM.

**Welcome**

President Buesgen welcomed all in attendance.

One member of the public was present.

**Consent Agenda Items:**

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

- (a) Minutes of the November 10, 2021 meeting**
- (b) Financial Reports for November and December 2021**
- (c) Librarian’s Reports for November and December 2021**

Treasurer Rader advised that the December Financial Report is unaudited. If there are revisions made, she will circulate the updated report. There was one question regarding \$80K unspent in 2021. These funds will be applied to the 2023 budget if unused in 2022 according to Director Fiory.

The consent agenda was unanimously accepted.

Public comment: One person from the public was present but there was no public comment.

**Discussion items:**

- a) 2022 Goals/Project Timeline**

Director Fiory indicated that the document she prepared is a “living document” and is intended primarily for staff use. In terms of returning to “normal hours”, it is more complicated than originally anticipated due to staff changes (loss of a FT employee and need for some PT employees). Sunday hours may have to be put on hold while the need for more programming is assessed and addressed. Director Fiory raised the issue about opening in-building pick-ups in addition to the window pick-up. She also advised that computer use is not high at the moment.

The café is still on hold. Director Fiory is exploring options to have a coffee service available. The board discussed options to consider for enticing potential vendors.

Community engagement is one of the 2022 goals. A committee will hold an introductory meeting shortly. Areas of interest are music, film, literature and art. Ideas bandied about include Friday food trucks in the summer, concerts and summer reading programs.

The gift shop will soon open and Director Fiory solicited assistance for the Friends in getting this up and running.

A review of the library's infrastructure is underway- looking at job descriptions, internal operations and review of the annual report.

Marketing activities include a push to "come back to the UD Library" and redesigning the website, which is part of the Township initiatives.

McLINC is hopefully moving in by April 1, 2022.

Applying for grants is an ongoing activity for 2022. Building rapport with local legislators continues to be ongoing and is even more critical with the possible redistricting being discussed.

**b) Friends Update**

Cathy Murphy reported that the Friends are discussing how they can better interface and coordinate with Director Fiory and the library staff this year. They plan on creating working groups that coordinate with library initiatives so that the Friends operate more efficiently and effectively.

Now that the Capital Campaign is winding down, the Friends will resume their traditional annual appeal this year. They also hope to do some succession planning and brainstorming about how to engage members in committees and events as well as build a pipeline for future board members.

**c) Capital Campaign Update**

Director Fiory reported that a very generous gift from Bonnie and Donald Shanis for naming the auditorium is being negotiated. It is for \$300K (in 2 installments) and another \$100K once renovations are done to the facility. The details of the gift are still being worked out. The board approved by unanimous consent to accept the \$400K which is less than the \$500K noted in the policy for the naming of the auditorium. Other donors are still being cultivated though Phase 1 of the campaign is coming to a close.

**Action Items:**

**a) Auditorium Naming**

As noted above, the board moved, seconded and approved the motion to accept the \$400K commitment for the auditorium naming pursuant to the UDT Policy for naming recognition.

**b) Words of Wisdom Quotes**

Two new quotes were presented to the board for review and approval. Both were discussed and after a motion that was seconded, the quotes were unanimously approved.

The meeting adjourned at 7:32 PM.

The next Library Board meeting will be on Wednesday, March 16, 2022, at 6:30 PM.

Respectfully submitted by,

*Andrea Merrick*

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