

Moon Township Board of Trustees meeting Minutes

1/26/21

Call to order: 6:03pm

- Approval of the minutes from last Month
 - Approve: Elissa Mimran
 - Seconded: Ted Dengel
 - Abstention: Mary Ann Rafter
- President's Report:
 - No Report
- Treasurer's Report
 - State Audit Report
 - November Report:
 - Cash balance \$773,000
 - \$73,000 more than last year
 - Holding revenues close to budget
 - Surplus \$23,000
 - Overall revenue
 - \$420,000
 - \$62,000 less than budget
 - Expenses are down \$96,000, which offsets
 - Personnel costs \$43,000 less than budget
 - Program expenses are \$38,000 less than budget
 - Collections are 13% of expenses (goal 12%)
 - PPP Loan is fully forgiven
 - Reviewed a second loan with Heather
 - Decided to pass on the loan
 - Had to show 25% shortfall in any one quarter
 - Following quarter was 200% above
 - Did not feel it would be forgiven
 - December End of Year Financials are still not in
 - Motion to Approve: Sydney Diehl
 - Second: Mary Ann Rafter
- Director's Report
 - Combined Fundraising Efforts Total: \$57,698.09
 - Individual Donors: \$14,915.43
 - Corporate & Foundation Grants: \$25,675.00

- Library Fines & Fees: \$3,990.77
 - Homemade Mask Fundraiser: \$500.00
 - Water Bill Mailer: \$8,864.00
 - Holiday Cookies & Santa Drive Thru: \$900.00
 - Virtual Raffle Baskets: \$600.00
 - Family Photo Shoot: \$684.00
 - Jack Buncher Foundation: \$1,568.89
- Overall fundraising is approximately \$3,000 higher than last year
- Reached out to Dawn Lane at the Moon Township Supervisors to secure funding for next year
- Funding from the Township is consistent with past years
- Curbside service is still in action
- Looking to go back to in-person functionality by second week in February
- Supervisors meeting scheduled for Wednesday, February 24th at 6:00pm
 - Will ask if virtual meeting will be possible
- Motion to Approve: Kathleen Emmerling
- Second: Sydney Diehl
- Committee Reports
 - Finance
 - No Report
 - Personnel
 - Kathleen brought up issues with COVID quarantine employees not following guidelines and infecting others.
 - Will notify Heather of specific
 - Concerned that we are all members of the same community and are concerned for everyone's health and safety
 - Important for employees to understand that quarantine is not the same as vacation time
 - By-Laws
 - No Report
 - Building Improvement
 - No Report
 - Fundraising
 - Had a committee meeting
 - For February
 - Roxanne is willing to do Valentine Fortune Teller
 - Heart shape cookies

- Five Below fundraiser
 - 7-day window
 - Mention Moon Library with purchase
 - March 4
 - Robert Morris Take Out with a Twist
 - Will gauge a fall in-person event possibility
 - End of March
 - Test your luck bag sale
 - April
 - Basket raffle (Easter Basket)
 - Five Below fundraiser
 - May
 - Cinco de Mayo Take out with a Twist
 - June
 - Summer Readings
 - Summer mailers
 - Will investigate in-person book sales
- Old Business
 - Motion by Pam Dilanni to approve the nominations of officers as listed below
 - Seconded by Mary Ann Rafoth
 - Nominations:
 - President: Pam Dilanni
 - Vice President: Kathleen Emmerling
 - Treasurer: Ted Dengel
 - Assistant Treasurer: Sydney Diehl
 - Secretary: Elissa Mimran
 - Committees:
 - Fundraising: Kathleen Emmerling & Elissa Mimran
 - Mary Ann Rafoth
 - Sydney Diehl
 - By-Laws: Sydney Diehl
 - Mary Ann Rafoth
 - Eric Fogle
 - Personnel: Mary Ann Rafoth
 - Ted Dengel
 - Pam Dilanni
 - Building Improvement: Eric Fogle
 - Pam Dilanni
 - Ted Dengel

- Mary Ann Rafoth
 - Finance: Ted Dengel
 - Sydney Diehl
- New Business
 - No new business
- Next meeting scheduled Thursday, February 25th, 6:00pm
- Meeting Adjourned – 6:44pm
 - Motion: Mary Ann Rafoth
 - Seconded: Ted Dengel