

**Moon Township Library**  
**Board Meeting Minutes**  
*July 28, 2021*

The meeting was called to order by President Pam Dilanni at 6:03 pm.

**Present:**

Pam Dilanni, Ted Dengel, Eric Fogle, Mary Ann Rafoth, Heather Panella (Library Director)

**Absent**

Kathleen Madonna-Emmerling, Sam McCrimmon, Sydney Diehl

*There was no public comment.*

**1. Approval of minutes:**

Motion to approve minutes made by Eric Fogle and seconded by Dengel. Approved with one abstention from M. Rafoth as she was not present at the meeting.

**2. President's report**

President Dilanni reported that she has drafted a letter to John Riley and will share it with the board after John provides her with an update and overview including looking at financials. Mr. Riley has talked to his solicitor about extension of the library lease for the foreseeable future. Such a lease would enable us to apply for a Keystone grant. Mr. Riley will be developing an estimated figure for rent and utilities for the library based on contribution for building maintenance.

**3. Treasurer's report**

Treasurer Dengel reported that the library's cash balance in banking and investment accounts is just under \$900,000. Income is also good -- including challenge grant funds from the township from last year. We are \$28,000 over budget at present. We are also under budget in terms of expenses. Compliments were paid to Director Pannella for excellent management of library resources.

Motion to approve: Eric Fogle moved to approve, seconded by Mary Ann Rafoth -- Unanimously Approved.

**4. Director's Report –**

Director Pannella reported that we are back to pre-pandemic wait lists on programs and that there is more traffic in the library. No contact pick-up and pick-up program at home bags are still popular. CDC masking changes were noted – they are currently not applicable to Pennsylvania. We encourage masking and most patrons are accommodating. Battle of the Books for teens and grades 3 to 5 is planned if schools want to participate as well as outreach visit resumption for Fall. We will try to utilize outside as much as possible with children. The

library received a \$1000 grant for STEM support from Eaton. We should also prepare an ask for FedEx.

Motion to approve was made by Eric Fogle and seconded by Ted Dengel, unanimous approval followed.

### **Committee reports**

- Personnel -- Mary Ann Rafoth will share director's self-evaluation with the rest of the committee and we will complete the evaluation soon.
- Finance – no report
- By-laws – no report
- Community Outreach – no report
- Grantwriting – no report
- Strategic planning -- Pam DiLanni reported that a draft of the documents has been prepared. Pam will send out to all for review and discussion for next meeting.
- Building improvements – Eric Fogle requested a meeting with the township Engineer at the library to assess expansion options in adding on to the existing library. Then we will meet with subcommittee of the supervisors (Bachman and Hertzler) about future plans. We still have a real estate agent in case we would look to move to a new building. Discussion about options occurred.
- Fundraising – Friends of Library and the Board and they would like a brunch Meet and Greet on the Library patio. No date was set but September 4 is likely. Friends are doing author fund raising event. Book sale is on. Used book collections are back twice a month on Saturday. Book sale –Sept 9 to 12 in the library areas. \$25 tote bag of books will also be sold. Director Pannella contacted vendors about yard signs/stickers and placed an ad in the Moon Messenger. Flyer has been approved. Water mailer is copied and first batch is going out. Kathleen Madonna-Emmerling is investigating virtual bingo and virtual murder mystery. Tropical Smoothie fundraiser on two Wednesdays in September is set. Jersey Mike's will offer fund raising partnerships in March. Virtual tarot card readings and princess brunch are possible in October. Community and Business Appeal letter options were discussed. Heather discussed various activities for Love Your Library Month – including a Moon Library Cookbook based on a family recipe competition held in September.

### **Old Business – none**

New Business -- Date for August meeting was set at August 25<sup>th</sup> at 6:00 pm.

Motion to adjourn was made by Eric Fogle and seconded by Ted Dengel and approved unanimously. At 6:69 pm President Dilanni adjourned the meeting.

