

Moon Township Library Board Minutes

September 29, 2021

The meeting was called to order at 6:05 pm. There was no public comment.

Present: *Pam Dilanni, Mary Ann Rafoth, Kathleen Madonna Emmerling, Eric Fogle, Sam McCrimmon, Heather Panella -library director*

Absent: *Ted Dengel, Sydney Diehl*

Approval of Minutes

A motion to approve the August meeting minutes was made by Kathleen, seconded by Eric and passed unanimously with one abstention by Rafoth who was absent for the August meeting.

President's Report

Pam scheduled an additional tour of building for possible library site – Braddock Hall – owned by RMU – no longer used as a residence hall. Pam also reported that she received information form MTMA regarding expectations for rent and cost sharing for the library, post our 10 year lease term was received. She also reached out to the township architect to see his report. No word from them on proposal, however, to extend the current building space.

Treasurer's report

(Submitted in writing by Ted) overall cash balance is slightly over \$900,000. Revenue over by \$21,000 due to receipt of challenge grant from Township. Unemployment compensation service– accounting services will go up unless we go with through ACLA -- First Nonprofit -- for unemployment service. Recommendation by Ted and Syd.

Motion to approve Treasurer's report made by Kathleen, seconded by Sam. Motion approved unanimously.

Library Director's Report

Heather went to Friends' meeting – they want a board member to attend and report. They usually meet on a Tuesday at 7:00 pm. They want to get new members; they also offered to help with a social media campaign. A \$500 donation for Love Your Library came from the Friends. Currently meetings are virtual. We will invite to speak at our next Board meeting. Back to almost all in person programming. Facebook story time continues. Children's programming outside until weather turns. \$3334 from mailer plus made \$5000 on book sale. \$31,134.34 in fundraising since January plus challenge grant to equal \$51,134.34. Plus \$100 in change jar! President asked Heather to see if we could get on the Nov/Dec supervisors' meeting. Prepare two budgets projecting flat funding from state and RAD one with flat funding with township and one with slight increase.

Motion to approve report made by Eric, Sam seconded – motion passed unanimously

Committee reports

- Finance – no report
- Personnel – Mary Ann reported that she mailed to personnel committee – Heather’s self-evaluation for 2020. There is a need to schedule discussion or next year’s compensation assessment
- Grants – no report
- Community outreach – no report
- By-laws – no report
- Strategic Planning Committee – sent to board, no comments were made. No other feedback.
- Fundraising – Kathleen noted the success of Love your Library month. Will be a month or so before we learn our match amount. Collecting books to sell is on-going. Cookbooks are ready and will be sold in October. All profit as RMU Academic Affairs will cover print costs.
- Building improvements – Pam reported that a lot is going on. We are moving forward but it is difficult to know in what direction to go. We need to secure township support; we will apply for grants but we also need to consider sustainable once grants expired. Email received from MTMA indicates that our costs would really go up (even on just our current space). TV station space will be open, tax office will also probably move to police station as well. We also talked with Ian, our realtor – who was surprised at our square foot price needs. Tour of Braddock – several board members shared as well as library director – lot of space, some common areas but a lot of costs in removal of rooms and bathrooms – sole ownership – not desirable – need a building manager if we were to own it.
Next moves: Plan an informal meeting with RMU, have MTMA info, get info from township architect – reach out to supervisors.

Old business – none

New Business

- **Motion to approve moving unemployment compensation to First Nonprofit made by Sam and seconded by Eric. Motion passed unanimously.**
- **Motion to approve Strategic Plan 2022- 2025 made by Kathleen, , seconded by Sam -- motion approved unanimously.**

Next meeting scheduled for October 27 at 6:00 pm

Motion to adjourn made by Mary Ann and seconded by Eric. The meeting adjourned at 7:18 pm.

Respectfully submitted,

Mary Ann Rafoth

Mary Ann Rafoth, Board Secretary