

Mars Area Public Library
Board of Trustees Meeting
18 June 2018

The meeting was called to order by Ellen Flemma, President, at 5:01 p.m.

Board Members present were: Ellen Flemma, Joanne Tisdale, Nancy Hudac, Steve Chadwick, Marcy Bogdanich, Linda Lees and Caitlyn Boland. Absent was Nancy Mycka.

PUBLIC COMMENTS:

Rita Garvey, Ruth Wilson, Paul & Janet Lubbert, Herb Wellman, Frank Haustovich, Scott Feinegle, Fran Martinelli, Bob Ford, Russ Ford, Mike Fleming, and Gregg Hartung were in attendance.

Frank Haustovich asked several questions regarding the roof, the MAPL meeting time change, and what recommendations made by the Adams Township Supervisors were considered by the MAPL Board. Steve Chadwick indicated that these questions will be answered at tonight's meeting.

Ellen Flemma addressed the previous questions from 5/21/18 regarding the loan obtained from Adams Township for the Keystone Grant that required matching funds. Frank Haustovich questioned her response. Ellen Flemma clarified it further. Steve Chadwick declared it to be a moot point and asked if there were further questions from the audience. There were none.

MINUTES:

Ellen Flemma made a motion to approve the minutes from the Board Meeting held on April 16, 2018. Marcy Bogdanich seconded it. The votes were 6 ayes. Steve Chadwick abstained because he was absent.

TREASURER:

Joanne Tisdale reviewed the Treasurer's Report. The YTD net was the \$21,000 to the good. There was a motion to approve the Treasurer's Report by Steve Chadwick and seconded by Marcy Bogdanich. All were in favor.

LIBRARIAN: Adams Township Community Day-The Library participated from 1-5 pm that day offering a craft and a robot for kids to try out.

Summer Reading Kickoff- an estimated 350 people we're in attendance. 351 children have signed up for the Summer Reading Program. Because of the high degree of interest in children's Summer Reading Programs, there will need to be an adjustment in next year's budget.

4th of July Parade- The Library is excited to be participating in the parade with a children's float.

Saturday summer hours began 6/2/18 from 10-2 pm until 8/4/18.

Parking Lot- Richard Mannas, Code Enforcement for Mars Borough, has a copy of the 34 spot parking lot suggestions provided by Adams Township. He will measure to make sure it does not encroach on Swaney's property line.

BCFLS: The next meeting is scheduled for later this month when they will vote on how to deal with banning Library patrons causing harm to the staff.

BUILDING & MAINTENANCE: Steve Chadwick indicated that a selection of bids were taken and reviewed. Kennedy's bid of \$39,750 would include examination of the current gutters, saving as many as can be saved or replacing them ad hoc at \$6.50/foot. Marcy Bogdanich made a motion to accept the bid to put on a new metal roof by Kennedy. This was seconded by Joanne Tisdale. The motion carried by all ayes.

Pioneer HVAC did routine maintenance recently and were asked to examine the back rooms and the second floor for an estimate on putting in HVAC. No quote was received to date.

Discussion ensued regarding the back rooms and rest rooms to make them ADA compliant. The back room should provide much needed space & privacy for adult literacy and tutoring. Repainting the Parking lot has not been done yet.

PERSONNEL: Caitlyn Boland, Director, noted that the high school staff has graduated and both plan on attending Gannon College. Curtis Schultz is working 8-15 hours/week this summer. He is a Behavior Specialist for the Shaler Area School District and a great asset to the staff. The Personnel Committee did not meet this month but continues to work on an Employee Handbook.

FUND RAISING: A Skate for the Library was held recently to support MAPL with 50% of tickets purchased beforehand. There is no total count for the proceeds at this time.

The MAPL Needs Assessment Survey results were shared.

The Friends of the Library are organizing a Home Tour Fundraiser to held 9/8/18. There are 5 homesites so far and 3-5 more are needed. MAPL is looking for unique or older homes within our service area. Stick City has agreed to provide a drink for 1/2 off with the purchased ticket on the day of the event.

Due to the changes in the tax laws, seniors who take RMD (Required Minimum Distribution) should consider MAPL as their nonprofit of choice. This could be something mentioned on the website.

NEW BUSINESS: The MAPL Board Meeting will be scheduled on the same day of the month but at 7 pm starting in August. A motion was made by Caitlyn Boland to accept this time change

and was seconded by Steve Chadwick. The motion passed with all ayes.

Financial transparency should be maintained but it is not standard for a nonprofit to post their financials on the website. Financial documents are sent to all participating municipalities in our service area immediately following the Board meeting each month. Financial documents will be made available to anyone who requests them. Joanne Tisdale indicated that she will speak to those who help prepare these documents to make them less cumbersome to understand.

DVD rentals are free from other surrounding Libraries and Caitlyn Boland requested that the rental fee be eliminated at MAPL. A current inventory needs to be done. This issue requires further discussion.

MAPL now has a credit card system with a \$5.00/minimum cost.

OLD BUSINESS: Building C Account - These funds are not technically restricted. They had been accrued over the years because MAPL came under budget, fundraisers and funds from an estates. It still includes a small number of donations from individuals towards the new building. Caitlyn Boland has contacted the bank to determine the exact amounts on donation checks. Individuals will be contacted.

Changes to the ByLaws/Board Policies were made and are being reviewed by Amy Geisinger, District Consultant, New Castle Library District .

Frank Haustovich stated that he would replace all the ceiling tiles once the roof is replaced. Discussion ensued regarding the condition of the road in front of the Library. Mike Fleming Indicated that it is scheduled to be paved in the fall. Russ Ford noted that all the service areas are working together in a supportive fashion and meet frequently to discuss pertinent issues. Frank Haustovich asked if he could attend these

meetings and requested the minutes of those meetings. Ford directed him to the township website. Russ Ford also noted that final adoption of Bylaws should occur only after all municipalities have had an opportunity to comment.

Discussion continued about reaching out to St. John's and St. Barnabas residents.

There will be a Board opening in August.

Gregg Hartung announced a NASA partnership in STEAM programs ("Discover Mars").

Book kiosks were discussed. MAPL uses Better World of Books.

Joanne Tisdale encouraged Rita Garvey to review the books in the back room and help organize it.

ADJOURNMENT:

Steve Chadwick made a motion to adjourn the meeting at 6:03 p.m. Marcy Bogdanich seconded it.

The next Board Meeting is scheduled for July 16, 2018 at 5 pm.

Respectfully submitted by Nancy Hudac, Board Secretary

