

Muhlenberg Community Library
Board of Trustees Meeting
Minutes November 12, 2018

Call to Order: President Judy Schwambach called the meeting to order at 6:30 p.m.

Attendance: Judy Schwambach, Diane Benson, Lori Madara, Kathy Felker, Karen Schreiber, Joan Crater, Cathy Meck.

Absent: Joseph Yarworth and Terry Heckman.

Also Present: Melissa Adams.

Consent Agenda: Karen made a motion to accept and Diane seconded it. It passed unanimously.

Treasurer's Report: Was filed for audit.

Correspondence: None.

Library Director's Verbal Report: The Library has received the first grant check for the TRL Program.

The Keystone Grant and renovation project is moving forward. The RFPs were sent out and two letters of intent have been received so far. There will be a pre-bid meeting on November 14.

Under a Spell at MCL was a great success. A total of \$1132 was raised at this event; \$545 admissions, \$98 food sales; Trunk or Treat vendors \$35 and raffle baskets \$454.

Business Sponsorships: We have received a \$5,000 donation from JP Mascaro and also a \$900 one from Raymour & Flanigan. Our total for the year is approximately \$8400.00 We would like to still get more so

that we can meet and exceed the \$10,000 that the Township will match.

Hoopla is ending as a service provided by BCPL. Reading and possibly other libraries will continue this service. These are eBooks, movies streaming, and the cost is just too high to continue at our library. Melissa will be looking into another program to offer ebooks and movies to our patrons that will be more affordable to our library.

Library Fines: The fines will change for 2019. 25 cents a day for a book (used to be 10 cents) with a maximum of \$5.00 fine; and 25 cents a day for movies (used to be 50 cents). The process to notify that an item is late will also change to: after 10 days a phone call, email or text or letter; after 20 days late a second and final overdue letter will be sent, after 30 days it is marked as lost and a final bill will be sent out.

County Library – borrowing books from other libraries will now be available right away as soon as the book has been released. The home library used to keep the new releases in-house for a time period and then release them out to patrons of other libraries. This change will be on a trial basis, January 1 through June 30, 2019, and then re-evaluated at that time to see if they want to continue in this way or revert back to the previous way.

Personnel: Annual reviews are in process.

System Meeting: New county director, Amy Resh.

Old Business: Book sale profit is \$649.75.

Harry Potter bus trip went well, and people are looking forward to other bus trips hosted by the Library.

New Business: Lawrence Beyer, a 1946 grad from Muhlenberg, presented us with license plates and coffee mugs that he made and

that would have the Library name and school district on them. He asked if he could have a display set up at the Library and have our personnel take the money for any sales. Everything would cost \$10 and we would receive \$3.00 from every sale. He would provide a cash box for this. We told him we would get back to him on our decision.

After he left there was a discussion about hosting this sale at the Library. We felt that there is a lot going on with our own fundraising sales and that we didn't want another sale for our staff to collect money for. Also, we didn't want responsibility of any of the items breaking. Melissa will let him know our decision and also let him know he can put his items out at our flea market stand in the spring.

Margherita spaghetti fundraiser – Judy asked Lori to contact Mario and confirm that we can host this fundraiser again. And to ask if there is a sandwich fundraiser we could do.

Christmas gifts for the staff: Karen made a motion to give each of our staff two Blind Hartman gift cards as an appreciation gift, it was seconded by Joan. The motion passed unanimously.

Joan made a motion to give two tickets to Margherita's spaghetti fundraiser to the volunteers of our Library, Cathy seconded it. The motion pass unanimously.

Adjournment: The meeting was adjourned at 7:50 p.m.

Dates to Remember:

Next meeting date	December 10 at 6:00 p.m. *** New time – followed by the Christmas party
Very Frozen Holiday	December 8, 11:00 – 2:00 p.m.
2019 first meeting	JANUARY 21, 2019 at 6:00 p.m. ***

Special date and time