

Board of Trustees Meeting
Monday, May 24, 2021 7pm
MINUTES

Meeting held virtually via Google Meet

Mission: Providing informational, educational, recreational and cultural resources to meet the needs of Media and Upper Providence residents and the greater community.

1. Opening of Meeting / Attendance:

- In Attendance: Stacy Buechele, Bill Campi, Bernadette Daniel, Scott Davidson, Nancy Mott, Sandra Samuel, Cynthia Sikaras, Leo Stahl, Victoria Young, Cathy Zurbach
- Absent: Media Borough Liaison, Peter Williamson
- Absent: Upper Providence Township Liaison, Kevin Else

2. Consent Agenda

- a. Approval of 4/26/21 Meeting Minutes : Bill Campi made a motion, seconded by Scott Davidson to approve the April 2021 Board meeting minutes. The motion was approved unanimously. (Motion #1)
- b. President's Report:
 - Victoria Young reviewed the report that was shared in advance
 - Victoria shared she will be representing MUPFL at the June 3rd Media Borough Meeting in person to continue the conversation of converting the 10 year mortgage to a 30 year mortgage to increase annual cash flow
 - She reminded the Board of the importance of continuing to fundraise to augment the local government funding and communicate the Board's effectiveness
 - Victoria encourages all board members to reach out to their local government reps to establish partnerships
- c. Director's Report Sandra Samuel
 - Sandra reviewed the report that was shared in advance
 - Sandra shared that the April Pop-Up Porch book sale raised close to \$2000 and had approximately 1000 customers
 - She shared that she attends the Delco Library meeting every other month
 - Victoria asked Sandra to look into if there is any upcoming annual Trustee training
- d. Treasurer's Report Bill Campi
 - Bill reviewed the report that was shared in advance
 - Bernadette will be taking over Bill's Treasurer role effective 6/1/2021
- e. Communications/Development Report Cathy Zurbach
 - Cathy reviewed the report that was shared in advance
 - Discussion around details for Second Pop Up Sale scheduled for Sat, June 26th with addition of raffle, with a beach/summer theme, including ticket description, raffle website overview and additional information needed, and plan to display raffle items.
 - Discussion on the \$500 donation from Premier and their upcoming session

- Thoughts of revisiting approaching WFSF bank for support

3 Old Business

a. Welcome Kit Update

Stacy Buechele

- Stacy shared the draft Welcome kit in advance with Victoria and Cathy for their feedback
- Along with the Welcome Kit, Stacy drafted a revised Trustee Board Member Agreement and dusted off the Conflict of Interest form.

4 New Business

b. Google Docs Update

Stacy Buechele

- Stacy created a new email: muplibrarysecretary@gmail.com and transferred the MUPFL Box.Com documents into the new MUPFL google drive
- The MUPFL Google Drive will be the board's electronic document management system moving forward, where each member has edit rights and can create folders as needed

c. Salesforce for Nonprofits

Stacy Buechele

- Stacy is piloting Salesforce for Nonprofits, which is geared for donor management and zero cost for up to 10 licence holders.

5. Public Discussion - none

6. Adjournment: Cathy made a motion to adjourn, seconded by Scott (motion #2). Meeting adjourned at 8:39pm.