

Board of Trustees Meeting
Monday, August 23, 2021 7pm
Minutes

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

Virtual Meeting Link: meet.google.com/rsx-cyhv-suu

Agenda Items

1. Opening of Meeting / Attendance Stacy Buechele
 - Attendance: Stacy Buechele, Bernadette Daniel, Sandra Samuel, Cynthia Sikaras, Leo Stahl, Victoria Young, Cathy Zurbach, Tu Packard, Nancy Mott,
 - Absent: Scott Davidson
 - Absent: Media Borough Liaison, Peter Williamson
 - Absent: Upper Providence Township Liaison, Kevin Else

2. Consent Agenda Stacy Buechele
 - a. Approval of June Minutes Stacy Buechele
 - i. Victoria made a motion, seconded by Cynthia to approve the June 2021 Board meeting minutes. The motion was approved unanimously. (Motion #1)
 - b. President's Report Victoria Young
 - i. Victoria asked that everyone please read the reports ahead of the meeting to come informed and with questions/comments
 - ii. Media Borough approved remodeling the mortgage from 10 years to 30 years
 - iii. Time to re-engage with Upper Providence Township - next meeting is Thursday, September 9th at 7pm.
 - iv. Leo volunteered to attend the October 7, 2021 DelcoLibraries Meeting
 - v. Cynthia volunteered to attend the December 9, 2021 DelcoLibraries Meeting
 - vi. Tu and Nancy agreed to attend the Trustee workshop on Thursday, OCTOBER 14 at 7pm via Zoom.
 - c. Director's Report Sandra Samuel
 - i. Sandra reviewed the highlights of the report
 - ii. Meeting Room Discussion
 1. Media Borough and the Public Defender's Office requested access to meeting

space. The Board voted to allow (Motion #2: unanimous yays)

2. Sandra requested to move forward with developing a policy that will allow for Meeting Space rental within guidelines provided by the insurance company (Motion #3: unanimous yays)

d. Treasurer's Report

Bernadette Daniel

- i. Balance Sheet and Budget vs Actual
- ii. We are in great shape financially

e. Communications/Development Report

Cathy Zurbach

- i. Leo shared how he mailed out 140 letters to local attorneys, 11 bounced back, and zero donations were received. Leo thought he could make the letter more specific next time around, shared that timing may be off, and feel that we can reach out more to 'warm up' this community. Plan to include this donor base in our fall appeal.
- ii. Media 5 Miler on Sunday, Sept 12, 2021 at 3pm - All Trustees are encouraged to volunteer, especially since there is an annual donation to the library from the race

3 Old Business

- a. The following Trustees need to complete the Conflict of Interest Form and Board Member Agreement Form: Victoria, Cathy, Cynthia, Sandra, Scott

4. Adjournment: Meeting adjourned at 7:59pm, motioned by Leo and seconded by Tu (Motion #4)