

Board of Trustees Meeting
Monday, February 28, 2022 7pm
Minutes

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1. The virtual meeting opened at 7:01pm

Attendees: Cynthia Sikaras, Nancy Mott, Cathy Zurbach,, Sandra Samuel, Bernadette Daniel, Leo Stahl, Stacy Buechele, Tu Packard, Scott Davidson

Absent: Victoria Young, Peter Williamson, Kevin Else, E. Karsoy

2. [Jan 2022 Minutes](#) were unanimously approved, motion #1 made by Cynthia, motion #2 made by Cathy

3. Report Q&As:

- **President's Report (Victoria Young):**
 - Q: Did anyone get to meet Joi Washington (Bernadette)? A: Not yet (Cathy)
- **Treasurer's Report (Bernadette Daniel):**
 - Money that came in Jan was for FY21
 - How should we categorize appeal vs donation monies (Cynthia) – for offline discussion re Basic Funder
- **Development Report (Cathy Zurbach):**
 - No questions
 - Spring Book Sale is April 23-25, 2022
 - Spring 2022 Appeal Letter: Scott shared the draft
 - Visually all agree on the format - library picture up top, people at the bottom. Agree on taking language from Sandra and putting in the look that Scott created; they will decide if we have the ticket separate or as part of the letter. Will send final letter to everyone.
- **Director's Report (Sandra Samuel):** MUPFL wanted to host a [Keep Media Green](#) fundraising event. They may need a bigger space than 100 capacity. If MUPFL co-hosted, their organization could only have 50% of the capacity while the other half would be open to the public. Another idea was to close the library on Saturday and waive the fee as a cosponsor. Was going to discuss in more detail but Sandra and Tu have not heard back from Robin. Sat, May 14, 2022.

4. Old Business

- **DLC Meeting Recap** (Cynthia Sikaras)
 - Discussion around Middletown fundraising event
 - MUPFL has made masks optional in line with the RTMSD; staff is staying masked, if staff is uncomfortable, they don't have to wait on unmasked patrons
 - Question - should MUPFL update our own strategic plan? Yes, it's on the table. We should cascade our progress points from the DCL Strategic Plan

5. New Business

- a. Board Member Membership and Positions Cathy Zurbach
 - i. Leo Stahl - because Leo moved out of Media/UPT, he has officially resigned as a board member, but is open to other volunteer opportunities

- ii. Vote: Official vote to extend Cathy's term for 3 years, effective June 2021-24 unanimously approved, motion #1 made by Cynthia, motion #2 made by Tu
- iii. May Meeting - we will vote to extend Victoria's membership on the board by a 3 year term & re-vote on all board positions such as Pres, VP, etc.
- b. Board Members please read the [Bylaws](#) to prepare for upcoming discussion. One example is to make the committees consistent with our current committees. Any suggestions, please send directly to Cathy.
- c. [Fairfield Parent+Child Carrels](#) - \$3450 Stacy Buechele
 - i. This is good idea to think about for the future - perhaps repurposing the teen space - but would need some wiring work. Maybe there are design volunteers to assist with problem solving. Typically there is a designer on staff. This may be a good idea for special project. Perhaps add to the strategic plan (making the library)
 - ii. Discussion around installing security cameras outside is also about \$3000 (Phoenix, as they control the larger security system). Going to explore other vendors
- d. [Library of Things](#) Tu Packard
 - i. Maybe this is a special project for someone to lead from the community? Add to the strategic plan? Consider insurance costs? Consider people 'dumping' items. Maybe something Media is passionate about (gardening?). Hone in on a focused need. Ridley Township does this.
 - ii. Perhaps this and the Carral idea could be added to a patron survey

8. Upcoming Meetings

- MUPFL Board Meeting: March 28, 2022
- [DCL 2022 Meetings](#) - Please sign up to attend - we need volunteers.

9. Meeting Adjournment: The meeting was adjourned at 8:20pm