



**Hershey Public Library  
Board of Directors Meeting  
October 18, 2011**

**MINUTES**

**ATTENDANCE**

Members present: Anne Reeves, Vice President; Barbara Ellis, Library Director; Diana Briselli, Todd Pagliarulo, Michele Taylor

Absent: John Abel, Kelly Fedeli

Endowment Trust Representative - Ralph Keil, Friends of the Library Representative - Nina Castillo

**CALL TO ORDER**

Anne Reeves, Vice President, presiding, called the meeting to order at 7:00 pm.

**APPROVAL OF MINUTES**

**Motion:** A motion was made to approve the Minutes of the September 20th Library Board of Directors meeting. The Minutes were approved as distributed.

**FINANCIAL REPORT**

The financial report dated September 30, 2011 was distributed. Barbara reviewed the report and answered questions. The Building Maintenance and Expenses item was high due to unexpected expenses incurred.

**COMMUNICATIONS**

Barbara Ellis shared the 2011 Community Service Award from Hershey Medical Center. . Community Libraries Information Consortium (CLIC)

**DIRECTOR'S REPORT**

Barbara Ellis updated the board:

- In reference to the November 6<sup>th</sup> event, *Rediscover the Hershey Public Library-Reboot Your Vision*, Barbara has invited every board connected with the township via e-mail and distributed invitation board members "FYI".
- Gave update on flood and damage to equipment – alarm was set off by damage in the backflow pit . This is scheduled to be repaired.
- Furniture will be coming this week.
- Mem Fox, scheduled author visit, is unable to come. Lindsay Barrett George will be coming at the end of November. The funds have been provided by the Susquehanna Bank.

**REPORTS OF REPRESENTATIVES**

**Friends**

Nina Castillo was not present

**Endowment Trust**

Ralph Keil was not present. Barbara Ellis shared the following: She had met with Bryn Mawr Trust. Their goal for the Endowment Trust is \$2 million. . Endowment Trust will meet on the 24<sup>th</sup> of Oct.

There was discussion that the three boards, The Friends, Endowment Trust, and the Library, should communicate and share information and discussion between the boards

## **OLD BUSINESS**

### **Redesign Celebration – REDISCOVER HERSHEY PUBLIC LIBRARY- REBOOT YOUR VISION Discussion**

Barbara Ellis shared the mouse pad and ladybug and the plaque for Isabel

Dedication ceremony will begin at 1:30pm The Board was unanimous in their decision in selecting Rosemary to act as MC for the event

Discussion for agenda followed :

--Plaque for Isabel Lescanec, benefactress. Brief bio of Isabel Lescanec

--Plaque for Jack Dowd -1<sup>st</sup> president of Friends

--Acknowledge

J. P. Malise – unique designs; Joyce Seno-designer, Dignitaries, Board, Staff, Friends

Thank you as a group

Ribbon cutting was discussed. It will need to be in place before ceremony. . Rich Barley and others will cut.

There was discussion as to where ceremony would be located in the library

The ceremony was to be short.

The Patriot, the Sun, and the Lebanon Daily News were made aware of the event.

Rosemary will give directions to special exhibits and information desks throughout the library—Wii demos, Kindles, etc.

Barbara will prepare a suggested agenda for Rosemary based on the discussions for the event.

## **COMMITMENTS/DISCUSSION**

Board members volunteered/assigned tasks:

- Board members will be greeters at the door and throughout the library. They will wear Library Board of Directors name tags.
- Diana Briselli has prepared a “Scavenger Hunt” that will be one of the features. After discussion, it was noted she will edit the list of questions to 6 questions-*go find*; 2 questions –*research* .
- Michele Taylor suggested stickers for each correct answer – also mouse pad and magnets for prizes. Staff person and Diana will check the answers on the scavenger hunt list to determine winners.
- A children’s craft was discussed. Anne Reeves and Michele Taylor will be responsible for the craft. Also Barbara Ellis will check with the Children’s Department to see if they have prizes left over from other programs to be given or use a treasure chest. (Michelle)
- Michele Taylor offered to make signs for the all the different stations. Barbara Ellis will send Michele the stations that will be featured.
- John Abel has offered to demonstrate/assist with E-readers and E-books.

The Friends will be providing light refreshments. They will have a table to sign on as a member of Friends and share information.

As persons enter the library they will be given 5 raffle tickets. The prizes being purses (handmade from books by 4 staff persons), baskets from Friends, Parks & Rec passes, and others prizes as collected.

## **ADJOURNMENT**

**Motion:** A motion to adjourn the meeting was made by Michele Taylor, seconded by Todd. The motion passed. The meeting adjourned at 8:40 pm.

## **NEXT MEETING**

The next meeting of the Library Board of Directors will be **Tuesday, November 15, 2011, 7 p.m.** at the Hershey Public Library.

Submitted by

Joy Burrell, Recorder

Rosemary

MC the ceremony

BE will prepare an agenda – to include what was discussed at the meeting – short but sweet

Ribbon cutting – picture session – the Patriot, The Sun, and the Lebanon Daily News

Diana

Scavenger Hunt

Reward – stickers

Prizes mouse pad & magnets

Staff person & Diana will check

Michele

Signs for stations – BE will let her know

Need easels

Treasure chest for children's prizes – BE will check with children's dept for prizes

John

Will be at E-Reader and Nook / Kindle table

Anne

Will work with Michelle for a children's craft

Todd

Whatever - greeter

All the board members will be wearing tags and be greeters.

Need a table for the Library Board

Prizes- day passes to P&R - Todd will contact

Christmas Candy Lane passes

Friends have two giveaway baskets

BE – basket

Raffle - give 5 tickets to all as they arrive??? For purses? Passes?