



**HERSHEY
PUBLIC LIBRARY**
701 COCOA AVENUE
HERSHEY, PA 17033

Library Board of Directors

Meeting Minutes - July 17, 2018

Library Mission:

The Hershey Public Library is the hub of our community, creating possibilities for everyone to enrich their lives.

Present: Leigh-Anne Dornberger, Jennifer Grenoble, Geoffrey Crout, William Ecenbarger, Sue Kreider,
Matthew Weir, Marc Moyer, Laura O'Grady

Member of the community: Pamela Smith

Absent: Sharon Miller (Friends representative), John Rita (Endowment representative)

1. Call to order- 7:04 PM, Laura introduces Pamela Smith, a Library Science student from Clarion University who is attending the Board meeting as a requirement for an assignment.
2. Approval of May 15 minutes (Attachment A) – Bill makes a motion to approve the minutes, Sue seconds the motion, motion carries unanimously.
3. Reports of Representatives
 - a. Friends of the Library Sharon Miller – Sharon Miller was not able to attend so Sue Kreider gives an update on behalf of the Friends. Sue mentions the book sale is quickly approaching. It will take place August 4-9. They have about 600 boxes ready to go which is less than last year but they're trying to have less left over. They currently need more volunteers for the book sale. You can sign up on paper in the Tech Services office or online with a SignUp Genius form. Leigh-Anne asks if teenagers can volunteer and Sue replies yes. The Friends will have a change in leadership this September. Sharon Miller will take over as President, Carin Kaag will become Vice President. Sue will meet with Kathy Miller and Sharon Miller to discuss the role of the president.
 - b. Endowment Trust John Rita – John was not able to attend the meeting.
4. New Business
 - a. Front parking – Laura informs the Board that along with the work being done for the new community center, the library will be getting angle-in parking in front of the library. This



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should alleviate the problems we have with patrons being ticketed for taking too long in the drop-off area. It was also discovered during planning for the community center that the library is currently 11 parking spots under the requirement for the size of the building. Adding the front spots will alleviate this issue.

- b. ACA Final Report – Laura sent the Board the final report from Aaron Cohen & Associates with the reminder email. Laura says the report is still a work in progress as she’s asked for some revisions and clarifications on certain points. A major area of revision is on their staffing recommendations. Laura believes that what they’ll come up with will be even better because her questioning has made them both think more critically about the makeup of staffing in the library of the future. Laura also believes that most of the report is a summary of the work that was done over the four months they were engaged with the firm. This will be a useful document to have to look back on as we begin to implement some of the suggestions.
5. Old Business
- a. Keystone grant update – Laura informs the Board that they successfully submitted their Keystone grant application. They received 41 applications totaling \$11.1 million in requests. They expect to award between \$6-7 million. We will hear about our request in August.
 - b. Sale of artifacts update – Laura took the artifacts gifted to the library to a gallery in New York who plans on auctioning them. They were valued between \$5,000-\$6,000 which would put a reserve price between \$2,500-\$3,000. The artifacts will not be sold unless a reserve price is met.
6. Financial Report – Leigh Anne asks everyone to review the financial report. Bill makes a motion to approve the financial report, Marc seconds, motion carries unanimously.
7. Communications
- a. Deployed family e-mail – Laura reads correspondence from a family who is stationed on an Air Force Base while their father is deployed. This family initially went to the library on the Air Force Base looking for books for their school aged daughter. The library did not have many items of interest. The mother then emailed librarians at Hershey Public Library who made a whole list of books which may be of interest to their daughter. The settled



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on 100 Days and 99 Nights by Alan Madison, which is about a girl whose father is deployed. The girl ended up starting a book club with other children on the base. The book club then decided to do a lemonade stand and bake sale as a fundraiser and raised \$373.69 for the 193rd SOW Association, an association which supports deployed troops.

- b. Pedestrian Crossing – Laura received an email from a patron and township resident who is concerned that the white lines from the original crosswalk on the North side of the library were painted over and new lines replaced them, but further down the driveway. She believes people do not use the new lines and still cross at the old ones, putting them in danger. When Laura spoke to Public Works about why the original lines were painted over she was informed that it was because they needed to align the crosswalk lines with the curb cuts. Laura gave this explanation to the concerned citizen. The citizen then asked Laura to consider moving the curb cuts and crosswalk if work is to be done on the North side of the library in the future. Laura said it would be taken under consideration.
8. Staff Reports
 - a. Director & Staff Reports (Attachment D) – Laura gave a presentation of the Director and Staff reports.
 9. Adjournment – Marc makes a motion to adjourn the meeting, Bill seconds the motion. Motion carries unanimously. Meeting adjourns at 7:38 PM.

Attachments

- A. May 15th Minutes
- B. ACA Final Report
- C. Financial Report
- D. Director & Staff Reports

The next meeting of the Hershey Public Library Board of Directors is

Tuesday September 18 at 7:00 PM