



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

Library Board of Directors

Meeting Minutes

October, 19<sup>th</sup> 2017

Present: Jennifer Grenoble, Sharon Miller, Julie Isaacson, Marc Moyer, Matt Weir, Ted Farrar, Bill

Ecenbarger Absent: Kathy Miller, Leigh Anne Dornberger

1. Call to order – 7:00 PM
2. Approval of September 19<sup>th</sup> 2017 minutes (Attachment A) – Motion to approve by Marc, seconded by Jen, motion passes unanimously.
3. Reports of Representatives
  - a. Friends of the Library Kathy Miller – Sharon Miller represented the Friends for Kathy Miller. The Friends have set up AmazonSmile which will allow for donations to be made through Amazon purchases. The Book Sale garnered around \$47,000 this year and she believe social media played a big role in its success. The Friends are installing a Little Free Library at the Cocoa Beanery which will allow for people to take and leave books at their leisure. Sharon thanked everyone at the library, specifically Julie Brnik for organizing a celebration for National Friends of the Library Week.
  - b. Endowment Trust Ted Farrar – Ted updated us on the AV upgrade which is set to be completed soon. Sue Seiple has officially finished her work securing artwork for the study area. The Endowment was happy to pay for a Saturday afternoon concert which brought in around 50 people. The Endowment has reached \$3 million which everyone is very excited about.
4. New Business –
  - a. Meeting Room Policy Change – Laura presented an updated meeting room policy which specifies that individuals must be 18 or over to reserve a meeting



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room. The new policy also specifies the Hershey Room as an available rental room. Bill makes a motion to approve the updated policy, Matt seconds and the motion passes unanimously.

- b. Board Meeting frequency discussion – Julie raises the question about changing the frequency of Board Meetings to every other month. Marc suggests every 6 weeks. Julie will investigate our by-laws and we can amend or vote at the November meeting.
  - c. Board Recruitment – Julie reminds everyone that if your term is expiring please consider staying on, or taking on an officer position. If anyone knows of anyone looking for a Board position who might be a good fit, please let Julie know.
5. Old Business- Floor Update – Laura informs the Board that the Township has requested that our floor replacement project be postponed until 2019. Julie raises the question about the floors being a safety hazard. It is decided that Laura will ask Tom Clark to send someone out to assess the situation to see what the safety risk is. If it is deemed a safety hazard, we agree that special accommodations may have to be made to pay for the floor.
  6. Financial Report (Attachment B) – The financial report is discussed. Laura reports that the library is on track to under-spend but not by much. Marc impresses upon Laura not to think of it as “use it or lose it.”
  7. Communications – None this month
  8. Staff Reports
    - a. Director & Staff Reports (Attachment C) – Laura gives a presentation on Staff and Director report
  9. Adjournment

#### Attachments

- A. September 19<sup>th</sup> 2017 Minutes



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- B. Financial Reports
- C. Director & Staff Reports
- D. Meeting Room Policy
- E. Focus Group Report

*The next meeting of the Hershey Public Library Board of Directors is  
November 21, 2017 at 7:00 PM*