



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

Library Board of Directors

Meeting Minutes – May 21, 2019

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, William Ecenbarger, Matt Weir, Jordan Yeagley, John Rita (Endowment), Laura O’Grady

Absent: Sue Kreider, Marc Moyer, Sharon Miller (Friends)

1. Call to order 7:00 PM
2. Approval of March 19 Minutes (Attachment A) – Bill makes a motion to approve the minutes, Matt seconds, motion passes unanimously.
3. Reports of Representatives
 - a. Friends of the Library Sharon Miller – Sharon was not in attendance, so Laura gave an update on Friends activities. Sharon is championing a video to be created which would advertise the Endowment and the Friends. The intention is to promote membership and contributions and to help people understand what these entities do. The cost would be split between the Friends and the Endowment. They have not selected a company yet but have two good proposals to choose between.
 - b. Endowment Trust John Rita – John gave an update. The 1st quarter of 2019 made up for the losses in the 4th quarter of 2018. The recent bequest of Virginia Suhring came in at \$20,000. For all the construction projects happening at the library the Endowment is committed to around \$550,000. Heather Mahraj has kindly updated the Endowment website. There is currently a subcommittee



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investigating our gift acceptance policies. The committee is comprised of Julie Isaacson, Martha Brown, and Laura O'Grady.

4. New Business

- a. DQST – Laura introduces the concept of Drag Queen Story Time. These are gaining popularity at libraries around the country. Their intention is to promote acceptance and encourages kids and teens to express themselves however they choose. These began as a response to the staggering suicide rates among LGBTQ teens. Laura doesn't have any immediate plans to hold one here but is introducing the concept to get feedback. Matt informs Laura that Derry Township passed a resolution on LGBTQ acceptance and that this would be a good fit for the Hershey All Things Diversity Series. Laura informs the group that these programs often bring protestors but it has been the experience of many libraries that the protestors are from outside the community. Leigh Anne contributes that we'd have to be careful about how we would market the program. If we're targeting kids that may inflame some anger but if we're marketing it as for everyone, or for families, then that argument wouldn't hold water. Laura clarifies that she wouldn't hold this program without the full support of the Library Board, the Township Board of Supervisors, and the Township Manager. Matt agrees to talk to Susan Cort about the possibility of partnering with All Things Diversity. Laura explains that we could go the route of having a group who performs Drag story times come reserve one of our meeting rooms, and advertise on their own, which would remove the library from the equation. She believes this however may invite people to investigate our meeting room policies and try to hold a counterprogram. The Board agrees that this is something worth keeping in mind but there are no immediate plans to pursue the program.

5. Old Business



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- a. Circulation & Staff Redesign – Laura reports that the project is all but complete. Now we’re working to move computers to their new locations before staff can officially use the space. Laura thanks the Endowment trust for their support in the construction and with the furniture purchase.
 - b. Grant project – Laura reports that for the sake of schedule and bidding, the Grant project and the floor project are being coordinated together. The two projects will definitely be funded separately though. We anticipate having the bidding documents ready to submit to the State for approval by July. We hope to have the bid documents approved by August and then we would advertise to the public. Laura hopes to begin construction in September or October. The floor project will be a significant disruption to library services, but she will do her best to remain open during that work. Laura reports that the final reimbursement will be made to us in March of 2020. Jennifer asks for clarification on if this is a flat reimbursement or a dollar for dollar match. Laura will confirm with the Keystone Grant Coordinator to confirm. Laura also informed the group about including “liquidated damages” in the bid documents which means the contractor would pay the library for every day they went past the project completion date. Jordan also suggests including a “time is of the essence clause” which identifies an end date for the project. Matt contributes that including such a clause will impact which companies bid on the project.
 - c. Floor project – Laura reiterates that for the sake of scheduling, this project is being included with the grant project, but it will be funded separately.
6. Financial Report – The Board reviews the financial statement for the library ending 4.30.19
 7. Communications – None this month
 8. Staff Reports



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- a. Director & Staff Reports (Attachment C) – Laura introduces a revised Director and Staff Report which boils down the data points on an infographic. The Board agrees that this is a more concise way to report on our metrics.
9. Adjournment – Bill makes a motion to adjourn. Jennifer seconds the motion. Motion carries unanimously. Board adjourns at 7:39 PM.

Attachments

- A. March 19 Minutes
- B. Financial Report
- C. Director & Staff Reports

*The next meeting of the Hershey Public Library Board of Directors is
Tuesday July 16th at 7:00 PM*