



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

Library Board of Directors

Meeting Minutes – November 15, 2022

Library Mission: To advance Derry Township through innovative programming, collections, and services that support the diversity of our community.

Present: William Ecenbarger (via Zoom), Karen Golin, Jordan Yeagley (via Zoom), Geoffrey Crout, Natalie Nutt, Chris Abruzzo, Carin Kaag, Alison Trautmann

Absent: None

1. Call to order – Geoffrey Crout called the meeting to order at 7:05pm. Alison noted that Susan Kreider has resigned to deal with a personal matter. Her position will be advertised through Derry Township’s channels and filled in January at the board meeting.
2. Approval of September 20, 2022 minutes (Attachment A) – Chris made a motion to approve the minutes. Carin seconded the motion. Minutes approved by unanimous consent.
3. Reports of Representatives
 - a. Friends of the Library – Carin Kaag – Carin reported that the Edible Book Contest took place during Friends of the Library week in October. Participation was less than the year before but all participants received an award and had a good time. The Nnedi Okorafor event held in November was successful with 107 people attending on a weeknight on election day. Alison mentioned that she had received several compliments on the event.
 - b. Endowment Trust – Jordan Yeagley – Jordan reported that projects are going well for the Endowment with the only outstanding projects being the new logo and new website. Alison will be proposing new projects next meeting, one of which is a new sign for the front of the library. Karen and Natalie suggested that the new sign include solar powered lighting. Alison will investigate this.
4. New Business
 - a. Plan for State Aid (Attachment B) – Alison presented the plan for state aid to the board. This had previously been voted on via e-mail as there was no time to meet before the plan was due to the state. The plan for state aid identifies how the library will spend state aid. The library uses state aid to pay for staff salaries. The plan was approved.



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- b. 2023 Library Closure Dates (Attachment C) – Alison presented the dates the library will be closed in 2023 for approval. Chris made a motion to approve the dates. Natalie seconded the motion and the dates were unanimously approved.
 - c. 2023 Library Board of Director Meeting Dates (Attachment D) – Alison presented the dates for the library board of director meetings in 2023. Natalie made a motion to approve the dates. Karen seconded the motion and the dates were unanimously approved.
 - d. Library Board Officers for 2023 – Geoffrey noted that Library Board Officer elections will take place at the January meeting. Alison said a President, Vice President and Secretary are needed as per the Board’s bylaws.
5. Old Business
 - a. Borrowing Policy (Attachment E) – A discussion ensued surrounding the three options to change fines highlighted in the borrowing policy. Primary concerns were lost books which Alison noted were addressed in the borrowing policy. Another concern was items being kept out for too long. Alison said items are already being kept out too long already. Eliminating fines are a frequent way for people to bring items back without shame. Carin made a motion to approve the fully fine free policy. Karen seconded the motion and the borrowing policy with the fine free option was unanimously approved. Alison noted that the policy would go into effect immediately, but a big announcement would come in December to draw attention to the new policy.
 - b. Hoopla Update – Alison noted that a few reactions to the Hoopla cancellation had come in. Several were thankful for the service and others were disappointed that it was ending.
 - c. ARP Funds Project Update – Alison noted that the final reimbursement for the project was approved and the project is now finished. The book lockers will be available for use as of Monday, November 21.
6. Financial Report – (Attachment F) – Alison presented the financial report and noted increased water usage which is being monitored for a potential leak. Chris commented that the water company can come out and check for leaks.
7. Communications – (None)
8. Staff Reports
 - a. Director & Staff Report (Attachment G) – Alison presented the board report that reflected the over 600 people that attended the Chocolate Town Book Festival.



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9. Adjournment – Natalie moved to adjourn the meeting. Chris seconded.
Adjourned by unanimous consent at 7:41 pm.

Attachments

- A. September 20, 2022 Draft Minutes
- B. Plan for State Aid
- C. 2023 Library Closure Dates
- D. 2023 Library Board of Director Meeting Dates
- E. Borrowing Policy
- F. Financial Report
- G. Director & Staff Report

The next meeting of the Hershey Public Library Board of Directors is 7 PM on

January 17, 2022