

Indian Valley Public Library
Board of Trustees
March 21, 2024

Attendance: Steve Boell, Penelope Price, Elise Bowers, Janelle Adams, Doug Johnson, Suzanne Leonard, Michelle Kane, Beth Styer, Margie Ster; Library Director, FOF Representative Betty Linko

Steve Boell called the meeting to order at 8:01 AM on March 21, 2024.

Consent Agenda:

Directors Report- Margie shared that the Office of Commonwealth Libraries is going through state regulations, making updates. Library code originally written in the year 1964. Regulations guide libraries through codes, updating libraries in the state of Pennsylvania. Some libraries have not opened or full opened from the pandemic. The libraries have had to get waivers for staffing professionals due to covid-19 fall out. IVPL has exceeded standards with keeping the library open, and safe during the pandemic, and there after.

Margie referenced the beautiful dedication to the McLean reading room.

The VNA (Visiting Nursing Association) submitted grant for \$2,500

Chester County Donation; MC Herb (Library Professor) Foundation reached out to have Margie apply for the grant. This grant is ear marked to collections, matching keystone facilities monies. 45K

Potential estate donation 5K.

Souderton Area Art show was a success. Steve, Bud and Janelle in attendance on behalf of the library.

Consent Agenda approved, Michelle, second Janelle

Committee Reports:

Facilities: Facilities presented by Suzi: Finalizing details/ finishes for the Bathroom project. Demolition to start April 22.

Ongoing meetings with HMininger Construction, Bergeys Electric, Bergey's flooring and Goods Plumbing.

IVPL will be open during the 5-6 week construction period. Completion expected by June 1.

Plans and photo's attached will give you an idea of how much is being demolished and some of what we are all looking forward to.

Working on energy and water conservation efforts achieved, costs incurred year over year and what we might do within the budget to improve.

Reaching out to other roofers for innovative ideas to repair the Used Book Sale roof.

Foundation of Friends: Presented by Betty- Busy and exciting time for the FOF. Moving forward with lots of events and fundraising ideas. IVJWC is conducting the annual herb sale with proceeds going to IVPL. National Library worker's week, day, celebrations. The BOT and the FOF coming together to celebrate our wonderful staff; April 9, 2024.

Sundaes in the park- June 9, 2024

Donor Appreciation Event- April 24, 2024 held at the Rising Sun Inn.

Beerfest- July 27, 2024

Dinner in White- August 17, 2024

Cassie and Nick are working on getting dedicated volunteers for each event and on going to support the FOF.

Vic acquired speaker, Dr. Jason Grifis. Assistant Professor will present on May 16, 2024 at 6:30 PM. Book banning, and education to the public will be the highlights of the presentation. The forum is open to the community.

Alanna resigned as an FOF member, due to her floral business taking off. Will continue to support and be a friend of the library. Thank you for your time, Alanna.

Personnel: Several interviews have been held with multiple candidates. The Library Directors role is hoping to be filled by mid-April, with a potential start date to overlap with Margie, in June of 2024. Margie will officially retire in July. Two strong candidates have been pushed onto the second round of interviews with the panel. Third round of interviews will be held in early April with the complete Board of Trustees, FOF representative and the library staff. Presentation and discussion period will be with as

many as can attend. The movement of an offer will be an action item of the April 2024 Board of Trustees meeting.

Marketing: Pre alignment set to support the Dinner in White, Beer fest and other FOF events, upcoming. Suggested publications to look for advertisements, The Arrowhead, Energy Station. The mission statement is something to be discussed as we evolve and move forward as committees, trustees and the library. Collaborating with the FOF, Nick and new director, upon hire. 60th Anniversary of the library to be held this year. Dates officially to be confirmed by Margie.

Financial Committee: "Minutes" from the Finance Committee meeting held by Zoom 3/21:

1) Mission statement (preliminary)

"The Finance Committee will guide the financial decisions thoughtfully and prudently, considering both sustainability and growth, for the benefit and enrichment of the IVPL community."

2) Meeting schedule was discussed with an eye towards needs and aid to budgeting issues, with no set schedule determined at this time.

3) We engaged in an initial discussion of the possibility investing some reserves for our future needs. More exploration is needed, including discussion with Darren Johnson and legal counsel due to the use and exposure of public funds being invested in accounts not secured by FDIC, etc...

4) Upon acclamation, Doug Johnson has graciously consented to wear the Chairman's hat.

Old Business:

Succession Plan; Margie provided materials from Liz, consultant. Documents were updated on policy and procedure given any vacancies or unfortunate illness/hospitalization. The document specifies who and what time line to follow. A temporary salary may be offered in the interim of the Library Directors vacancy.

Elise made a motion to approve, Beth seconded.

Souderton Area School District outreach. Nonprofit forum held at the library, youth services heads this up. RuthE, Indian Valley Education Foundation is supportive

and diplomatic in supporting the relationship between the library and the school district. Dr. Gallagher meeting with all nonprofits on April 15, 2024 for one hour. Some of the nonprofits, include Care and Share, the Bean Bag Project, Penn Foundation, Keystone opportunity Center. The Board of Trustees will introduce to the school board, the new library director as well as the new president in the summer of 2024. Youth services librarian continues to work with RuthE and the schools. EMC, West Broad are connecting with summer time events. Most parents do not have transportation in these areas. Pop up story times are being planned with support of the school Principals, encouraged by the library. Community networking events, Miss Angela attends, regularly with Bucks Mont Collaborative. BOT exploring PTA groups of schools to offer library space for meetings.

Saturday March 23, 2024. BOT and FOF will come together for a forum held by PA Friends & Trustees Institute. The boards will attend seminars on various topics related to our library efforts in the community. Working together to advocate for increased tax funding and support to the library; presented by Philip Whitehurts, treasures, Clymer Library. The life cycle of a Friend a group; successful succession planning in action; presented by Denis Sticha, Executive Director, Centre County Library and Historical Museum. Don't wait; How to prepare now for the next crisis, presented by Jason Kirsch, Principal, PR works.

Strategic Plan;

Strategic Plan Generative Discussion Sustainability Goal: How do we ensure long-term sustainability for IVPL by identifying reliable sources of revenue for daily operations as well as long-term planning and investment? How do we engage the funding municipalities to understand IVPL's need for sustainable funding? Public Comment

Sustainability continues to be the forefront of the BOT. Five municipalities fund the IVPL. Decisions around what are the municipal leader's outlooks in each respective township. What more can be done to strengthen each relationship. Express how the IVPL serves the municipalities. Increasing with the growing families and development in the area that we serve. Data points specifically to each municipalities. Margie suggested the Regional Planning committee meetings, becoming a presence once again in this space. Working to invite the township managers for a tour of the library. Introducing the new library director, as well as meetings with each municipalities and township director. Host meet and greets on their behalf. Chamber breakfast- state of IVPL. Margie and Suzi were

planning to attend in the afternoon of March 21, 2024. Reconstitute working with group of municipalities in the late summer. Pre-empt the budgeting season with analysis from IVPL. Send BOT members to attend regular municipalities meeting, answering questions, being an advocate presence. Beth and Elise both volunteered to attend the regional planning committee meetings. PA funding plan- potentially something to discuss in future meetings. Telford left millage, Souderton approval of tax increase.

Public Comments:

Keane Leister, IVPL volunteer coordinator, spoke on behalf of the Sunshine laws, the week that celebrates PA Sunshine laws March 10- 16, 2024. Thanked the BOT for all they do and support. <https://www.openrecords.pa.gov/Documents/RTKL/CitizensGuide.pdf>

At 9:01 AM by president, Steve Boell call for adjournment- motion by Beth and seconded by Doug.

Respectfully submitted,
Janelle M. Adams
Secretary