

Indian Valley Public Library (IVPL) Board of Trustees Meeting (BOT)

February 15, 2024

An Executive BOT session was called to order, by President, Steve Boell on February 15, 2024 at 8:03 AM, ending at 8:57 AM.

Attendance: Steve Boell, Penelope Price, Elise Bowers, Janelle Adams, Dr. Alexander Grande, Doug Johnson, Suzanne Leonard, Beth Styer, Margie Stern, Library Director, FOF Representative Stephanie Ferretti. Special guest; Joe Rittenhouse; student at Pennsylvania Western University. Members of the community.

Committee Reports:

Facilities Report: Suzi Leonard.

Technical drawing completed. Permit applications for bathroom renovations have been submitted to Telford. We should have approvals by late March. Met with Bergey's flooring concerning tile spec. We are scheduled for early spring for sidewalk repair by Trout Brothers.

Foundation of Friends: Presented by Stephanie Ferretti.

The FOF is hard at work on the committees, events and the Beer Fest. The FOF is looking to establish a committee of volunteers to support all events, do not have to be on the FOF, as a board member. Cassie will be chairing this committee. IVPL was selected in the lotter for Concert Sundaes, June 9, 2024. The Beer Fest has brought in over 18K in sponsorship already, the goal is 30K. Dinner in white committee will meet at the end of February. The donor appreciation event will be held at The Rising Sun Inn again, with a potential date of April 24, 2024. The FOF is waiting to hear confirmation and details from The Rising Sun Inn. Mini Golf was a huge success, with over 500 attendees. Local support from businesses and nonprofits. Notably, Care and Share giving TY Beanie Babies away at their hole. Supports included, but not limited, to, YMCA Day care, Rotary.

Personnel: Steve Boell.

Liz Vibber, consultant presented the committee with the Job description, time line, matrix, salary. All items reviewed and changes made by the committee. Approval was given to Liz to post the job. Margie is also helping to post the job out on the sites that Libraries utilize. All Municipalities were notified of Margie's retirement by the BOT, respected representative. The committee will meet weekly to review the applicants. The committee will be split into two committees to execute the interviews with candidates.

Marketing: No report.

Consent Agenda

Profit and Loss report was presented. Extra \$4,000 was received from the state. This is a one time sum of money given annually. Municipality's monies comes in March, annually. Doug looked into the Lower Salford Township discrepancy in money. Joe, Township Manager explained that is it the same amount of money just split up quarterly, dependent on the assess value. The payments were made on mileage. The assessed value from the township is different from the school district. Altered assessment numbers are due to the increased population and new construction in the township.

Margie also reported a successful Mini Golf event. Great support and volunteerism from the Boy Scouts, as well as the Interact Club at Souderton Area High School. All volunteers enjoyed themselves at the event. Hope to invite the club back for more opportunities in the future. Great local support, all shared the event on their social media. The Boy Scouts won favorite hole, with Margie's candy land hole, coming in third place.

Joe Rittenhouse was in attendance of the meeting, he is a student at Pennsylvania Western University. He shadowed Margie for one day, also to sit in on a board meeting. Outreach.

New Patrons are coming to the library, numbers continue to rise in programming and visitors to the library. The library and programing continues to reflect the needs of the community. Youth services librarian attending a special needs story time training. This is will be specific to young children with special needs, allowing for smaller groups and story time to accommodate the population. The BOT was very happy to hear this and supportive. IVPL Staff are hosting nonprofit summits, to allow nonprofits to come to the library and meet. This builds relationships, stimulates conversation on needs, issues and support.

Consent agenda motion made by Alex, second of Beth. Approved.

Old Business:

Due to not having a representative from the BOT to the FOF, Steve suggested a rotation of BOT members. This would allow the BOT to sit in on the monthly FOF meetings. This would be a positive way to keep the relationship healthy and strong. Alex made a motion to approve, Beth made a second. The BOT unanimously approved the motion. March will start the BOT rotation of board members. The FOF meets monthly, also via zoom. (Thank you, Nick!)

By Laws: Purpose has been updated, municipalities updated. Affiliation and area served has also been updated, as well as the BOT member numbers. The By laws were reviewed and approved by legal counsel.

Check Signing- Margie presented that the BOT discuss increasing the dollar amount of check to receive two or more signatures. The change would be from \$200 or more on checks requiring two signatures to \$1,000. Janelle made the motion for approval with a second of Elise, unanimous BOT approval.

New Business:

March 23, 2024 will be an in person BOT and FOF opportunity workshop through the PA Library Association. The sessions are a flat fee. Encouraging the FOF and BOT to attend a part of the day. BOT had lot of interest in the workshop.

Committees were encouraged to meet within the next month, prior to the March BOT meeting. Re organize, re strategize and welcome the new BOT members. Set a schedule of meetings for the remainder of the year. Cultivate a mission statement for each committee.

Steve presented part of the strategic plan. He asked Margie to include one topic on each month's agenda to be reviewed and discussed each month.

Hosting the Souderton Area School District Art work again this spring. Institutional relationship with SASD. Attempts have been made in the past, unsuccessfully. The BOT and library staff have reached out to the Board of Supervisors at the school district. Discussion led to creative thinking to build a very healthy relationship with members of the school board. Value proposition through the students, their clubs and the teachers was discussed. The challenge has been getting the partnership off the ground with the school district. Instead of trying at the top, higher level. The BOT, and new president, Steve, may be able to gain relationships through the lower levels. The student clubs and teachers were the main focus. Home and School Association of parents may be another avenue to reach out to the schools, individuals for a connection. Invite the groups to the library for a space to meet, for example. Reach out to representative volunteer parents for each school, especially the elementary schools. Many student groups utilize the library as a meeting place for projects already. Marketing Committee to explore the Arros publication at the district for another area to advertise library programing. Awaiting the arrival of the new Director, as well as Steve as new president of the BOT, a formal sit down will be scheduled later in the year with the SASD board members. The superintendent may be busy, the assistant superintendent was suggested for a formal meeting and sit down.

Public Comment: None

Motion was made by Alex to end the meeting, with a second of Beth at 8:57 AM.

Respectfully Submitted,

Janelle M. Adams, Secretary