



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

Library Board of Directors

Meeting Minutes – November 16, 2020

Library Mission: The Hershey Public Library is the hub of our community, creating possibilities for everyone to enrich their lives.

Present: Bill Ecenbarger (Vice President), Natalie Nutt, Carin Kaag (Friends President), Hillary Marotta (Endowment President), Leigh-Anne Dornberger, Jordan Yeagley, Sue Kreider (President), Geoffrey Crout

Absent: Chris Abruzzo

1. Call to order- 7:01 PM
2. Approval of September 15 minutes (Attachment A) Bill makes a motion to approve the minutes, Natalie seconds the motion. Motion passes unanimously.
3. Reports of Representatives
 - a. Friends of the Library Carin Kaag- Carin reports that the video project is complete, and the Friends were proud to show it at the Township Board of Supervisors meeting last week. They are also happy to report that the pop-up book sale is going very well. Library programming on Zoom is going smoothly also.
 - b. Endowment Trust Hillary Marotta – Hillary echoes Carin’s remarks about the video project being complete and that everyone is happy with the final product. She reports that since the building projects are complete the Endowment will be quiet for the next year or so to allow the fund to grow.
4. New Business
 - a. Update on Library Budget- Laura reports that the 2021 Township Budget hearing is Tuesday November 17, 2020. She has requested funds that would keep services, staffing, and collections at the post-budget cut level it is currently operating with. Laura reports that Chris Christman included in his budget narrative that he expects full economic recovery to take between 3 and 5 years. Jordan asked if he believes there will be opportunities to recover some of the budget lost by the library if economic recovery happens more quickly. Laura believes that it certainly would be, as the budget is reassessed every year. Natalie adds that the 3-5 year timeline that Chris mentioned may have come from Hershey Entertainment and Resorts as that is the same timeline they are projecting to recover full revenue from parking and amusement tax.
 - b. Board Meeting dates 2021 – Laura presents the dates for the 2021 Library Board meetings. These dates are planned around other Derry Township meetings. Bill mentions that the



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presented list is missing a date for May. Laura apologizes and adds that the date for May is May 18, 2021. With the added date, Sue makes a motion to approve the Board meeting dates for 2021. Bill seconds the motion. The motion carries unanimously.

- c. Library Closing Dates 2021- Laura presents a list of closing dates for 2021. Laura reports that since the library is now closed on Sundays, the list of closing dates is much smaller than in previous years. Natalie motions to approve the closing dates as presented. Leigh-Ann seconds the motion. The motion carries unanimously.
 - d. Library Board reorganization 2021 – Laura reports that the only new position we need for 2021 is someone to fill the secretary role as it is required in our by-laws. Leigh-Anne volunteers for the position.
5. Old Business – Nothing to report
 6. Financial Report – (Attachment B) Laura presents the financial report and remarks that the new finance software is supposed to show printer-friendly reports, but she has not yet figured out how to access them. Additionally, the budget as presented seems to be artificially high. Laura has worked with Jena Ginder, from the Township Finance office, to understand what is going wrong. It seems the third and final grant payment of \$176,594 was recorded as Township-level income, but then Library-level expenditure. The Township was acting as a pass-through for funds directed toward the Hershey Library Endowment Trust. Laura and the finance team are working to get this corrected. Natalie adds that she wants to make sure the public and the Board understands the work that Laura and Chris did to cut spending to avoid a tax increase for the citizens of Derry Township.
 7. Communications- Nothing to report
 8. Staff Reports
 - a. Director & Staff Reports (Attachment C) – Laura presents data and statistics from September and October 2020.
 9. Adjournment – Bill makes a motion to adjourn the meeting. Sue seconds the motion. Motion passes unanimously. Meeting adjourns at 7:28 PM.

Attachments

- A. September 15, 2020
- B. Financial Report
- C. Director & Staff Report
- D. Board Meeting Dates 2021
- E. Library Closing Dates 2021



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The next meeting of the Hershey Public Library Board of Directors is Monday January 19, at 7 PM