



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

Library Board of Directors

Meeting Minutes – March 19, 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, Marc Moyer, Matt Weir, Bill Ecenbarger, Sue Kreider, Laura O'Grady, Jeff Cothren

Absent: Jordan Yeagley

1. Call to order at 7:00 PM
2. Approval of January 15 Minutes (Attachment A) Bill makes a motion to approve the minutes, Marc seconds the motion. Motion to approve the minutes passes unanimously.
3. Reports of Representatives
  - a. Friends of the Library Sharon Miller – Sue Kreider gives an update on the Friends. They're in the middle of a membership drive and working to streamline the process for members. They've collected 350 boxes for the book sale so far. Their meeting now starts at 9 AM and meetings are open to all Friends members. The author visit is coming up on April 7<sup>th</sup>. The guests are Alice and Lisa Hoffman. Sue mentions that the Friends are trying to hold a reception before the event for Benefactors but so far only a few people have RSVP'd. Laura asks if we could open the invitation to Library Board members and she agrees and would be happy to welcome additional guests.
  - b. Endowment Trust John Rita – Laura O'Grady gives an update on the Endowment. Laura and Jeff are meeting with Ted Farrar later this week to discuss hiring a project manager for our grant project. Sue asks for clarification on funding for the grant project. Laura explains that the Endowment does have the money to fund all projects they've committed to; they're just working out the smartest way to withdraw from the accounts considering their normal spending limit is between 4-7% of the principle.



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4. New Business – Laura thanks Jeff for his outstanding leadership while she was out on Maternity Leave.
5. Old Business
  - a. Circulation & Staff Redesign: Laura gives an update on the progress on the circulation and staff office construction. Jeff worked very hard to get the staff ready for construction by setting up a temporary circulation desk and completely dismantling the workstations in the front and back office. Construction is set to begin Tuesday March 26<sup>th</sup>.
6. Financial Report – The board reviews the financial report. Sue asks for confirmation that a recent bequest made to the library was made to the library Endowment Trust so it would not be reflected on the financial report. Laura confirms this to be accurate.
7. Communications- Laura informs the board that she has received multiple comments from staff and volunteers about how effective Jeff was as Acting Director. She also lets the Board know that Heather put out comment cards during Library Lovers Month (February) and we received dozens of nice notes about how the community loves the library.
8. Staff Reports
  - a. Director & Staff Reports (Attachment C) – Laura delivers the Director and Staff Report
9. Adjournment: Marc makes a motion to adjourn the meeting. Bill seconds the motion. The meeting adjourns at 7:20 PM.

#### Attachments

- A. January 15 Minutes
- B. Financial Report
- C. Director & Staff Reports

*The next meeting of the Hershey Public Library Board of Directors is*

*Tuesday May 21<sup>st</sup> at 7:00 PM*