



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

Library Board of Directors

Meeting Agenda – May 17, 2022

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

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

Absent: Susan Kreider

1. Call to order – In the absence of the president, Geoffrey Crout called the meeting to order at 7:01pm.
2. Approval of March 15, 2022 minutes (Attachment A) – The meeting minutes were reviewed, a comma was removed from between Natalie and Nutt and Susan Kreider was marked as not in attendance. A motion to approve the revised minutes was made by William and seconded by Karen. Unanimously approved.
3. Reports of Representatives
  - a. Friends of the Library – Carin reported that the Fiona Davis author visit for National Library week in April was extremely successful. The Friends are continuing to support adult and children’s programs throughout the summer. The donation area is being redesigned to be more attractive to users and better feature the Friends in the library building. The Friends are also gearing up for their summer booksale in August.
  - b. Endowment Trust – Jordan reported on current projects for the library. New blinds are being installed on May 25. The logo design is currently being create. Jordan mentioned that he and Alison had discussed ways to bring the community in on decisions regarding the logo and website. Natalie asked who had the capability to create the website in-house. Alison responded that Jeff Cothren would be taking care of the website as he has been for the past few years, except we are designing the website so a broader range of staff can assist.



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

4. New Business

- a. Library Disposal of Surplus Equipment or Materials Policy (Attachment B) – Alison showed the board the Library Disposal of Surplus Equipment or Materials. She is currently having the Township’s solicitor review the policy but it was taken directly from the Department of Education website from the state. She will alert the board if there are any changes requested by the solicitor when the policy is presented for approval at the next meeting.

5. Old Business

- a. ARP Funds Update – Alison told the board that the ARP funds applied for in January have been awarded and we are currently in the process of purchasing the book lockers provided by the grant funds. The Friends are chipping in money to help with shipping costs not covered by the grant.

6. Financial Report – (Attachment C) – The financials are all normal except for Hoopla which continues to run over budget due to increased use. Carin asked when we got Hoopla and Alison responded that it was in the past few years. After discussion over Hoopla, it was decided that Alison would research how many Derry Township residents were currently using Hoopla, investigate Hoopla 2.0, and the different levels of resident vs. non-resident cards in different counties.

7. Communications – (Attachment D) – Alison shared with the board a variety of positive comments from patrons about library services.

8. Staff Reports

- a. Director & Staff Report (Attachment E) – Attendance at library programs continues to be solid and patrons are increasing checkout of library items.

9. Adjournment – A motion to adjourn was made by Natalie and seconded by Bill. The meeting was adjourned at 8:00 p.m.

Attachments



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

- A. March 15, 2022 Draft Minutes
- B. Library Disposal of Surplus Equipment or Materials Policy
- C. Financial Report
- D. Communications
- E. Director & Staff Report

*The next meeting of the Hershey Public Library Board of Directors is 7 PM on July 19, 2022*