



Library Board of Directors

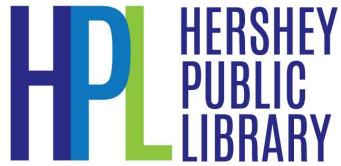
Meeting Minutes – March 21, 2023

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

Present: Sally Copeland, Karen Golin, Geoffrey Crout, William Ecenbarger, Alison Jacobine, Jordan Yeagley, Carin Kaag

Absent: Chris Abruzzo, Natalie Nutt

1. Call to order – Geoffrey called the meeting to order at 7:00 pm.
2. Approval of January 17, 2023 minutes – Alison presented the minutes to the board. There were no corrections. Bill made a motion to approve the minutes as presented. Sally seconded. The minutes were accepted by unanimous consent.
3. Reports of Representatives
  - a. Friends of the Library – Carin noted that the Friends were preparing for their author visit in April. This year's author is Kevin Wilson. The Friends are also preparing for their annual booksale in the summer.
  - b. Endowment Trust – Jordan reported the Endowment voted to approve new projects for the library. There are a mix of immediate improvements such as new signage and a video doorbell as well as longer term projects such as strategic planning.
4. New Business
  - a. Internet and Wifi Policy – Alison presented the updated Internet and Wifi policy. She noted that the policy is designed to ensure the library is compliant with CIPA (Children's Internet Protection Act). Jordan asked what kind of filter the library used. Alison said the library uses a firewall to filter internet sites. Jordan asked if the firewall was CIPA compliant and Alison said she would check with Jeffrey Cothren. Alison will get edits from the Township's lawyer and present a revised draft at the next meeting.
5. Old Business
  - a. Gifts and Donation Policy – Alison noted that all of the policies in this section had been reviewed by the Township's lawyer. She then went on to present the Gifts and Donation Policy. Karen asked if gifts of books to the library would potentially be returned to donors when they were no longer needed. Alison responded that this would be complicated and



would not be undertaken as part of this policy. Karen moved to approve the policy, Bill seconded the motion and the policy was approved unanimously.

- b. Security Camera Policy – Alison presented the Security Camera Policy. This policy governs how Security Cameras are used in the library. Jordan asked if the policy addressed using the library’s cameras to address issues in the library. Alison showed the relevant passages. Karen moved to approve the policy, Sally seconded the motion and the policy was approved unanimously.
  - c. Publicity and Posting Policy – The Publicity and Posting Policy was viewed. Carin asked that the Endowment be added to the section that included what could be posted on the library bulletin board. Alison agreed to make the change. Bill moved to approve the policy with the proposed change, Sally seconded the motion and the policy was approved unanimously.
6. Financial Report – Alison presented the financial report. She noted that everything is progressing as expected except for a higher than usual spend in the InterLibrary Loan line that is a result of the contract being renegotiated. This overage will be covered by other lines.
  7. Communications – Alison showed notes from Milton Hershey School students that expressed appreciation for the work the library does. She also mentioned that the library is working with the American Heart Association and CareerLink to loan blood pressure cuffs and provide job assistance in the library respectively. Karen said she had read about the blood pressure cuffs in the news and was pleased the library was participating in this initiative.
  8. Report of Library Director
    - a. Director & Staff Report – Alison presented the report.
  9. Adjournment – Geoffrey asked for a motion to adjourn the meeting. Bill moved to adjourn. Geoffrey seconded the motion and the meeting was adjourned at 7:43 pm.

*The next meeting of the Hershey Public Library Board of Directors is 7 PM on*

*May 16, 2023*