



Library Board of Directors

Meeting Minutes – November 21, 2023

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

Present: Sally Copeland, Geoffrey Crout, Bill Ecenbarger, Karen Golin, Alison Jacobine, Caroline Schwalm, Jordan Yeagley

Absent: Chris Abruzzo, Natalie Nutt

1. *Call to Order:* Geoffrey called the meeting to order at 7:11pm.
2. *Approval of Minutes:* Bill made a motion to approve minutes from the May 16, 2023, July 18, 2023 and September 19, 2023 meeting minutes from the Board of Library Directors. Karen seconded the motion. The minutes were approved unanimously.
3. Reports of Representatives:
 - a. Friends of the Library: Caroline gave the report from the Friends of the Library. The Friends had a successful book sale and raised over \$43,000. The Edible Book Contest had fewer entries than usual and the Friends are reevaluating how to make the contest more appealing. It was unfortunately held at the same time as Homecoming this year. The Chocolate Town Book Festival had over 50 authors attend and the Friends are looking forward to the Film Festival that starts in January and a Mardi Gras music program in February.
 - b. Endowment Trust: Jordan stated that the Endowment was starting to put together 2024 projects and finishing out this year's projects. The Strategic Planning meeting was well attended and the Endowment is looking forward to next steps with that project. Goals for the future are to have all the organizations sit down together and figure out roles and expenditures to get the ideas down on paper. Jordan will also be stepping down as chair when the elections happen in January.
4. New Business
 - a. 2024 Library Closure Dates: The Library Closure dates were presented. Geoffrey made a motion to approve the closure dates for the Hershey Public Library. Bill seconded the motion and the dates were unanimously approved.
 - b. 2024 Board of Library Director Meeting Dates: The Board of Library Directors Meeting Dates were presented to the board. A motion to approve was made by Jordan; Sally seconded and the dates were unanimously approved.
 - c. Collection Development Policy: Alison gave an overview of the Collection Development Policy's updates. Many of them are to align the policy with best practices in library science, protect the library from legal issues, and provide documents in the Appendices that were referenced but not previously included in the policy. The board made several



recommendations that Alison will incorporate into the policy and will re-present to the board at the next meeting.

5. Old Business
 - a. Internet Access Policy: Alison presented the Internet Access Policy that was initially presented at the May Board meeting. The new policy updates the library so it is CIPA compliant, provides liability for loss of data or damage and folds in the previous Wi-Fi Access policy into this policy. Bill made a motion to approve the policy and Sally seconded. The policy was approved through unanimous consent.
6. Financial Report: Alison presented the financial report ending in October of 2023. All items are progressing as anticipated.
7. Communications: Alison presented the communications for the past few months. Patrons are pleased with the services being offered and the library hosted the Hershey Area Art Association's Fall art show with great success. Top readers for the summer reading program were presented as part of a Board of Supervisors meeting in September.
8. Staff Reports: The library saw a record number of visitors in August and an expected dip in September and October when students went back to school. Digital checkouts have increased significantly.
9. Adjournment: Geoffrey opened the floor for adjournment. Karen made a motion to adjourn; Bill seconded the motion, and the meeting was unanimously adjourned at 8:04pm.

*The next meeting of the Hershey Public Library Board of Directors is 7 PM on
January 16, 2023*