

CRANBERRY PUBLIC LIBRARY
LIBRARY BOARD MEETING MINUTES

May 23, 2022

- **6:30 PM Call to Order**
 - Present: Eric Vollmer, Tom Parkinson, Ally Mazzoni, Jessica Moslander, Judi Boren, Robyn Gross. Absent: Leigh Kuzmovich.
 - Staff: Leslie Pallotta, Library Director; Glynnis Flores, Head of Youth Services.
- **Public Comment** (none)
- **Audit Presentation** MaherDuessel, CPAs provided everyone with a complete copy of the audit and 990s. Note: Going forward, after their presentation, file copies for Leslie will be sufficient.
- **Staff Member Spotlight** – Glynnis Flores, Head of Youth Services. We expressed appreciation for Glynnis’ outstanding work; as she is leaving the library at summer’s end. She shared details of the Summer Reading Program launching June 6., and the eye-catching brochure designed by Janae Smith; 1,000 Books by Kindergarten; and Storywalks.
- **Consent Agenda** M/S/A
 - Approved: Minutes from April 25, 2022
 - Rec’d. Treasurer’s Report
 - Rec’d. the first of three Township payments (May/August/December)
 - Suggested add to monthly reports, YTD Income/Donations, compared with previous years.
 - Noted – exceptional number of ‘in-kind’ donations from businesses for Summer Reading. Next objective is to capitalize on these partnerships.
 - Approved: Payment of Bills
 - Rec’d. Library Director’s Report/Friend’s Report.
 - Leslie shared a preview of the new Library App.
 - Friends will run Hot Dog Fridays during summer reading, along with a childrens’ book sale.
 - Program payments, via Ecwid & PayPal is easy but requires a 2nd step for patron to register for the program. Monitoring this is time-consuming. Leslie and Jon are investigating using the Library Event program which comes with a one-time \$1500 setup fee.
 - BCFLS Report – Ally Mazzoni. BCFLS board interviewed three candidates for System Administrator and anticipate making an offer 5/24. If this doesn’t work out, position be re-advertised. Leslie and Glynnis offered suggestions for future job postings.

- **New Business**
 - M/S/A - Closing the Library at 4:30 PM, Wednesday, July 13 -to allow preparations for the CTCC Martinis with Monet event.
 - Accepted the Township's offer to support QuickBooks training for Leslie and Dawn. Jessica noted that her firm also has someone who could provide training.
 - Goal - remove audit note on correcting misstatements in the Management Letter.
 - Discussed: Mazzoni Spirit of Giving Award 2022
 - Decided to present three awards (service group, individual and business).
 - A date is to be chosen; invitations created. Eric – cake; Judi – entertainment.
 - Library Board Retreat – Leslie reported that after applying unsuccessfully for several 'Board Retreat' programs, we've been offered a free program. Details forthcoming
- **Old Business**
 - Gift of stock – No action at this time.
- **Strategic Planning** – On track; no additional updates

M/S/A Meeting adjourned, 7:45 PM

Respectfully submitted,

Judi Boren, Secretary

Next Board Meeting: **Monday, June 27, 2022 @ 6:30pm**