

**CRANBERRY PUBLIC LIBRARY**  
**LIBRARY BOARD MINUTES**

April 25, 2022

**MISSION STATEMENT:**

The mission of the Cranberry Public Library is to strengthen our community by serving as an integral hub for information, inspiration, and enrichment.

- **6:30 PM Call to Order**
  - Present: Eric Vollmer, Tom Parkinson, Leigh Kuzmovich, Ally Mazzoni, Jessica Moslander, Judi Boren, Robyn Gross.
  - Staff: Rebecca Bess, Asst. Library Director; Dawn Barbacci, Administrative Manager; and Jon Clendaniel, Development & Communications Manager.
- **Public Comment** - None
- **Audit Presentation** – MaherDuessel CPA. The audit was explained and will now be finalized along with the required 990s. There were no exceptions.
- **Staff Member Spotlight** – Dawn Barbacci, Administrative Manager. Dawn has been with the library for 18+ years and witnessed many changes; and loves her work.
- **Consent Agenda** – M/S/A
  - Minutes from March 28, 2022
  - Treasurer’s Report
  - Payment of Bills
  - Library Director’s Report/Friend’s Report
  - BCFLS Report, Ally Mazzoni. There is no ‘interim’ administrator and Ally is assisting with bill-pay responsibilities. The BCFLS Director position is advertised as full-time, with greater flexibility for hybrid work. Ally and the BCFLS President will conduct the interviews.
- **New Business**

President Eric Vollmer called for an Executive Session at 7:20 PM to discuss Personnel matters. The Board reconvened in Public Session at 7:45 PM.

- M/S/A - Employee Health Care Coverage – Effective, July 1, 2022.  
As recommended by the Personnel and Policy Committees, approved changes to Policy # 316 Medical Coverage Benefits. Tom and Eric will coordinate with Leslie to meet with library staff and explain the changes.

- M/S/A - Volunteer Coordinator Position – Extended Amy Fuller’s work week from 16 to 21 hours, with additional compensation, to coordinate the Volunteer Program. This is a new initiative, in keeping with our Strategic Plan. She will develop a program to recruit, train and schedule volunteers.
- Marketing & Communications Plan – Jon Clendaniel
  - Jon shared highlights of the plan. All agreed it was an excellent beginning and well-matched to our Strategic Plan. Jon is managing all press releases and also coordinating an overall ‘branding’ to external communications.
- Events Committee – Library’s 50<sup>th</sup> Anniversary
  - Robyn shared a summary of the Events Committee discussion. We are considering three events leading up to the Library’s 50<sup>th</sup> Anniversary in October 2023.
  - Storytelling with Mrs. Claus in the Sample Schoolhouse may be the first event. Additional brainstorming and planning must be done so that staff is not burdened with managing everything.
- **Old Business**
  - Gift of stock – Agreed to watch stock prices and when price reaches \$58; instruct broker to sell.
- **Strategic Planning**
  - Refer to Volunteer initiative; and new Marketing/Communications plan.

Respectfully submitted,

Judi Boren, Secretary

**Next Board Meeting:** Monday, May 23, 2022 @ 6:30pm