
Board of Trustees

Meeting Minutes February 13, 2020

Attendance: President Eleanor Schneider, Vice-President Jack Bernstein, Treasurer Judith Trichon, Secretary Miryam Roddy, John D'Ascenzo, Jeff Rubin, Rita Kenney, Mitchell Fink.

Others in Attendance: Library Director Sharon Moreland-Sender, Assistant Director Pam Dull, District Consultant Librarian Karen DeAngelo, Friends of Huntingdon Valley Library Linda Braun.

President Schneider called the meeting to order at 7:30 pm.

Jeff Rubin made a motion to accept the January Board Meeting Minutes. Rita Kenny seconded. The motion passed.

Treasurers Report

Mrs. Trichon will send the report via email. Mrs. Moreland-Sender reported that the Audit was finished today and the finalization should be done before she leaves.

Mrs. Moreland-Sender introduced Karen DeAngelo. Mrs. DeAngelo is our county District Consultant librarian through the Montgomery County Norristown Public Library. The position is mandated by the State Library. Her role is to support and give advice to libraries, staff, boards, and the public. Mrs. DeAngelo shared a handout entitled Leadership by Design. Mrs. Schneider thanked Mrs. DeAngelo for attending this evening meeting.

Old Business

Mrs. Moreland-Sender reported that we had four responses to our RFP for the fundraising study. She asked the Board and Finance Committee for their input. It was suggested that since Mrs. Moreland-Sender is leaving the library that the RFP should be put on hold until new leadership is established.

New Business

The Conflict of Interest Affirmation of Compliance form was circulated for signatures. Mrs. Moreland-Sender passed out the 2019 Annual Report. The Community Design Collaborative was highlighted in the report.

Mrs. Moreland-Sender noted that the State Annual Report was completed online. We received the estimated cost from the Township (Greensheet) to send to the State. Once the Audit is finished, we will have submitted everything to the State.

Mrs. Moreland-Sender reported that a draft Financial Plan Policy is included in the Board Packet. It was suggested that an endowment strategy be added. The Plan is to ensure the codification of best practices.

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Currently the credit card is in Mrs. Moreland-Sender's name. It was agreed that a card should be issued for Pam Dull and Vanessa Nelson. Judy Trichon also has a card. It is suggested that the cards be set up to email hvldirector@mclinc.org when used. Mrs. Moreland-Sender will investigate credit card cash back offerings.

Reiter Fund: Originally this was to go into a new account at Huntingdon Valley Bank. There is a change:

Jack Bernstein made a motion to revise the original motion to transfer the Reiter funds to an unrestricted endowment account to be used with the consent of the Board. Miryam Roddy seconded. The motion passed.

LBM 116 is submitted in writing. It includes a list of things to complete before she leaves. First on the list is an Emergency/Supervisor handbook. There will be a staff in-service day on Presidents Day. The staff will learn CPR and how to use the defibrillator. The goal is to have a series of trainings for the staff on topics such as Code Adam, assertiveness, mandatory reporter training, self-defense, etc.

Public Comment

None

Strategic Planning Committee

Mrs. Roddy suggested that Mrs. Schneider and Mrs. Moreland-Sender share the parts of our Strategic Plan with Dr. Davidheiser that mention collaborating with the School District for his input. The School Librarian's input has been very helpful.

Friends Report

Mrs. Braun shared that the Friends will be having a Dine out at the Iron Hill Brewery on April 29. A portion of the bill will go to the Friends group. The Friends Tea is May 14. The May New York City bus trip sold out. They may have another bus trip to NYC in July. The next Book Sale will be April 21 to 25. The programs after the Friends meetings have been attracting new members and have been very successful.

School District Report

No Report

Student Liaison Report

No Report

8:40 pm. The Board moved into executive session.

9:22 pm. The Board reconvened to regular session.

Jack Bernstein moved to offer the Acting Director position to Pam Dull at an additional \$700 a month in salary. Mitch Fink seconded. The motion passed.

9:30 pm. The meeting adjourned.