



**Board of Trustees Monthly Meeting**  
**Monday, March 27, 2023 7:00pm**  
**Minutes**

*Mission: Providing informational, educational, recreational and cultural resources to meet the needs of Media and Upper Providence residents and the greater community.*

**Meeting: In Person at the Library**  
**2023.3.27 Meeting Documents**

**Minutes**

1. Meeting begun 7:02pm. In attendance Cathy, Tu, Nancy, Lisa, Scott, Cynthia, Christine, Victoria.
2. Consent Agenda
  - a. Approval of February Meeting Minutes (Motion: Tu, 2<sup>nd</sup> Scott)
  - b. Motion to approve the revised bylaws (Motion: Cynthia, 2<sup>nd</sup> Nancy)
  - c. Motion to approve Bernadette Daniel for a 2nd 3-year term, effective 2023.3.1 (Motion: Cathy, 2<sup>nd</sup> Tu)
  - d. Discussion of bids and proposals for pollinator garden. Motion to approve Refugia as the selection (Motion: Cathy, 2<sup>nd</sup> Tu)
  - e. Q&A on Reports. Motion to approve consent agenda (Motion: Cynthia, 2<sup>nd</sup> Cathy)
    - i. President's Report
      - No discussion
    - ii. Treasurer's Report
      - No report
    - iii. Development Report
      - Discussion of the increase in mailer cost, positive comparison of our number of large donations since last year
    - iv. Marketing/Public Relations Report
      - Sign up for 5 mile race volunteers ongoing
      - Book sale volunteer sign up ongoing
      - Meet and greet sign up ongoing\*
      - Dining under the stars sign up will begin soon
    - v. Fundraisers Report
      - Date, venue confirmed for Summer Sizzler
      - Permit check needs to be submitted
      - 3 vendors are confirmed
      - 3 more waiting
      - Vendors will give a 20% cut of what they will sell
      - Need some kind kids activity in the lot
      - Drum players are confirmed for performance (performance is about 30 mins) – this will be paid for out of the summer reading program budget
      - Desire to have 2-3 entertainers
      - Discussion of exact placement of vendors, stage is TBD
      - raffle baskets: aiming for 10-15, potentially organized around a theme, potentially with a book that fits the theme in each basket
      - strategically-placed showcards to promote library programs and events (QR codes to link to library site with relevant info?)
      - Penncrest high school students as potential volunteers
      - Need to clarify the electrical needs of the bands and what electricity source we will use

- Need to get more sponsors as this is our only sure sense of fundraising
- vi. Governance Report
  - Strategic plan and goals circulated via email, suggestions and comments are needed now so that the committee can finalize
  - Plans to finalize and vote for the May meeting, after Sandra has had a chance to vet
- vii. Director's Report
  - No report

### **3. Adjournment 8:27pm**