

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

Board of Trustees Monthly Meeting Minutes

January 27, 2025

Attendees: Meh Alam, Charlene Chapman, Suzanne Cruit, Bernadette Daniel, Lisa Gelman, Pam Lashbrook, Nancy Mott, Elsa Rapp, Sandra Samuels, Pat Scanlon, Stephanie Sher

Nancy opened the meeting at 7:05 pm and attendance was taken.

The 12/9/24 minutes were approved following a motion by Stephanie, seconded by Elsa.

Report Highlights for all committees were discussed:

- Nancy discussed Delco Gives Preparations and registration are underway, this will be chaired by Sandra and Pam
- Pat explained the sources of the \$53,000 income surplus for 2024, the 2025 budget will be presented to the Board at the February meeting pending Finance and Executive Committee reviews
- Suzanne introduced the 2025 Calendar of events and noted Board Leads
 - The September Board meeting was changed from 9/22/25 to 9/29/25 so as to not conflict with Rosh Hashanah
- Pam discussed planning for the 5/8/25 Book Sale Anniversary and possible 11/7/25 fundraiser
 - Charlene, Elsa and Pam will meet in the near future to address open-ended items
- Meh is working on donor database and sponsorship levels
- Stephanie noted the Bylaw updates are completed and the Governance Committee is moving forward with the HR manual.
- Charlene answered questions about tap pad use at the book sale, Sandra will purchase new items for use at the April sale. Ways to gather the necessary data for Delco Gives was discussed
- Sandra mentioned Middletown's annual report was costly to print and produce. Our year end report was comprehensive and the focus remains on sustainability.

New Business

- Nancy mentioned DCLB Meeting highlights and reminded the Board that we needed to attend the upcoming meetings. Charlene will circulate the dates and request volunteers.
- Lisa noted the Borough budgeting process was complete and confirmed the Borough's financial committee to MUPFL

Upcoming Dates of Importance:

- a. February 24 - Board Meeting
- b. March 15 - Teacher's Sale
- c. March 24 - Board Meeting
- d. April 26-28 - Book Sale
- e. April 28 - Board Meeting
- f. May 8 - Book Sale Celebration

Nancy adjourned the meeting at 8:10 pm following a motion by Stephanie, second by Charlene