

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

Monday, May 19, 2025 7:00 pm

Submitted by Meh Alam, Secretary

Attendees: Sandra Samuel, Suzanne Cruitt, Pat Scanlon, Elsa Rapp, Stephanie Sher, Bernadette Daniel, Nancy Mott, Meh Alam

May 2025 Board Meeting

Nancy opened the meeting at 7:05 pm and Meh took attendance

The [April 2025 Board Meeting Minutes](#) were approved following a motion by Pat and second by Suzanne

Report Highlights, Q&A

President's Report – Nancy Mott

- Scheduled interviews for six board candidates begin tomorrow.
- Nancy will attend all interviews.
- Governance committee will guide interview content to align with board priorities.
- Stephanie will prepare a spreadsheet for interview availability.

Treasurer's Report – Pat Scanlon

- Budget reviewed.
- Book Sale: \$40,975 (compared to \$39,000 in 2024).
- Appeals: \$20,192 (down from \$32,661 in 2024).

Marketing/Public Relations Report – Suzanne Cruitt

- Exploring one final year-end event.
- Potential venues: Delco Bar Association and Borough Community Room (hold placed for November).
- Need seven volunteers for the Media 5-Miler.
- Summer Reading Kickoff: Vicki unavailable—decision needed on whether to proceed.
- Dining Under the Stars: Planning activities such as a portable library shelf and rock painting for children.
- Luncheon goal: plan the upcoming year.

Governance Report – Stephanie Sher

- Interview schedule: May 20, 21, 29.
- Key focus areas for candidates:
 - Availability for library events.
 - Fundraising commitments (contributions, grant applications).
 - Board time expectations (6–10 hours per month).
- Bernadette has nominated a grant opportunity; Sandra will take lead.

- Folder with applicant materials is available for interviews.

Director's Report – Sandra Samuel

- Over \$5,000 in POS discrepancies due to credit card reader errors.
- Total Book Sale earnings through spring: \$39,000; Fall sale still to come.
- Recommendation for name and receipt books for future tracking during Book Sales.

Old Business - Volunteer Appreciation Event was successful, with strong staff support.
Sandra will obtain photos from the photographer.

New Business - Delco Gives; Statistics from 2024 - 20% of Donor Count (~80). Bonus Check was \$9k;
629 donor count offline

Upcoming Dates of Importance:

- a. June 23 - Board Meeting
- b. July - Board Luncheon - Date to be established

Nancy Adjourned the meeting at 8:07 p.m. following a motion by Elsa and second by Suzanne