

Media-Upper Providence Free Library - Board of Trustees Meeting Minutes
7 PM, Monday, August 28, 2017 – MUPFL Board Room

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

- I. Opening of Meeting
 - Call to Order: The meeting was called to order at 7:04 PM.
 - Present - Trustees: Karen Ashbach, Larry Chrzan, Lin Axiomethy Floyd, Preeti Gupta, Michael Pahides, Betsy Race, Kelly Schaffer, Marie Sciocchetti, Sharon Vandegrift; Director: Sandra Samuel; Liaisons: Peter Williamson.
 - Advisory: Jeanne Benzel
 - Absent - Liaison: Bill Campi
 - Guests: None

- II. Consent Agenda
 - Approval of Minutes: Lin made a motion to approve the July 2017 minutes, seconded by Betsy. The motion was approved unanimously. **(Motion #1)**
 - President's report: Larry provided his detailed President's report in advance.
 - Library Director's Report: Sandra provided her director's report in advance. Additional discussion included a potential author event for early 2018.
 - Treasurer's Report: Marie provided her Treasurer's report at the meeting and reported that the library is ahead of budget year-to-date. Mike made a motion to approve the Treasurer's report, seconded Sharon. **(Motion #2)** Additional discussion included an update on memorial giving for former board member, Beatrice Schmidt.

- III. Committee Reports
 - Building – Marie provided Building Committee minutes at the meeting. Additional discussion included exploring the possibility of having a handicapped door opener for one of the library entrances.
 - Marketing/PR – Preeti provided Marketing/PR Committee minutes in advance of the meeting.
 - Board and Staff – The Board and Staff Committee has not met yet. Marie provided an update that the Employee Handbook is going to be rewritten.
 - Fundraising – Marie provided Fundraising Committee minutes at the meeting. Additional discussion included brainstorming a slogan for the annual appeal.

- IV. Other Reports and Announcements – None

- V. DCL Reports
 - The August DCL Board meeting was cancelled.

- VI. Liaison Reports
 - Archives – The Board discussed the plan for engagement with the Archives group.
 - School Board – No updates.

- VII. Old Business - None

- VIII. New Business
 - Bylaws revision – The Executive Committee made revisions to the Bylaws and a draft was shared with the Board in advance of the meeting.
 - i. Board members provided the following edits to the draft document:
 1. Article IV, Section 3 Term Limits should state “two (2) consecutive full terms” rather than “three (2) consecutive full terms.”
 2. Article V, Section 1 Positions and Elections should state “from their own members.”
 3. Add a reference to Article VI stating that expedited voting between meetings must be reflected in subsequent Board meeting minutes.
 4. Article VII Section 1 should state “The Officers of this association...”

- ii. Agreed upon next steps include:
 1. Sandra will look into the current version of the code of ethics and how to reference within the Bylaws;
 2. Lin and Preeti will review the draft Bylaws in the context of Sunshine Laws and will recommend further edits; and
 3. Executive Committee will obtain legal review of the draft Bylaws, particularly related to dissolution, and will bring the final revised Bylaws for vote at the September Board meeting.

IX. Public Discussion - None

X. Adjournment:

- Marie made a motion to adjourn, seconded by Betsy. The motion was approved unanimously. **(Motion #3)**
- The meeting adjourned at 9:25 PM.

Submitted by Kelly Schaffer, Secretary