

# **Agenda for September 23, 2021, Meeting of PrPL Board of Directors**

## **Call to Order 9:00 at the library in-person.**

Introduce B. Akins, our auditor. She will go over the audit and answer any questions we may have.

(Please remember to bring your copy of the audit that I emailed the board on Wednesday, Sept. 15.)

## **Vote on August minutes.**

## **Committee Reports**

### **Finance S. Dolan, chair**

- \$10,000 Matching Gift – Should Development or Finance take charge? Should N. Forst, in charge of the library website, or M. Lipsky, who does social media, be the staff member who updates the patrons and public on the progress? Who keeps the running list of donors and deposits the money?
- Annual Appeal Report – Should the Finance Com. publish an annual Appeal Report as a recognition of our supporters?
- Donor Perfect – Are we getting our money's worth?
- \$52,000 shortfall – Our ED should visit Upper and West Pottsgrove in October and let them know what their constituents could lose if they do not support their library.

### **Development (Chair is in Ireland.)**

- Brass Plaques – Just need a form for purchasers to fill out when buying a plaque. M. Lipsky is making one. Staff will take the money and the form and put them in an envelope in a designated drawer in the circ desk. F. Hylton will check this drawer several times a week and take plaques to be engraved. Staff member deposits checks.
- P. Whittaker's Matching Gift – When should we begin and end this matching drive? Who sends Thank You notes? What do we do if we do not make the match?

- Appeals Letters – Can we see the appeals letters to corporations and individuals before they go out? Is the Donor Perfect program being used most efficiently with a volunteer or would it be more efficient used by a staff member?

**Governance S. Holloway, chair**

- Mid-year update of goals for ED
- Quest for new board members
- Work on strategic plan
- Contact with borough and municipalities prior to budget meetings

**Property B. Brogley, chair**

- Strategic Plan Goal #3 Parking Lot
  - a. Traffic Calming

W. Yohn has a recommendation to the board asking for a vote on the closing of the Washington Street side of the parking lot.
  - b. Drainage

Committee plans to meet with Mr. Simone to discuss his landscaping plan for flood mitigation.  
M. Lipsky has a suggestion about the carpet for helping with cleanup after a flood.

**Friends of the Library**

**Old/New Business**

**Next meeting, October 28**

**Adjournment**