

Pocono Mountain Public Library Library Board Monthly Meeting AGENDA

Trustees:

Jill Gunther, President (CT) 2025-2027

Danielle Travagline, * Vice-President (CT) 2023-2025

Deatra Cummings, Treasurer (CT) 2024-2026

Mary Mallard Barlieb,* Secretary (CT) 2024-2026

Stacy Stewart-Keeler* (MPB) 2025-2027

Ann Kolodzey (CT) 2023-2025

Barbara Tyrrell (MPB) 2024-2026

Barbara Wilson (MPB) 2023-2025

Erin Melbert (MPB) 2025-2027

*appointed by PMPL Board of Trustees

Ann C. Shincovich, Library Director

Danielle M. Mulcahey, General Counsel

The library board meets on the first Wednesday of each month at 7:00 pm, unless otherwise noted. This agenda is posted 24 hours in advance of the meeting on the library's website, www.poconolibrary.org/meeting-agendas. Emergency new business not on the posted agenda will require a motion to add that business to the current agenda during the meeting, and then a separate motion will be made on that business only as needed. Members of the board may attend any meeting by remote technologies, and that attendance constitutes a quorum and a legitimate vote.

June 4, 2025 7:00 p.m.

Call to Order, Determination of Quorum

Pledge of Allegiance

Approve Minutes from May 7, 2025 (MOTION REQUIRED)

Public Input (*5 minutes per individual*)

Treasurer's Report

Approval of Treasurer's Report (MOTION REQUIRED)

Invoices to be Approved (MOTION REQUIRED)

Approval of Monthly Paid Since Checks (MOTION REQUIRED)

Additional Financial Reports – no motions required

ESSA Money Market Account for Loan A

2025 Budget v. Actual year-to-date

Donations and Grants (summary)

Local Tax Revenues Received (summary)

Old Business & Information:

1. Update about legal matter for discovery phase. *[EXECUTIVE SESSION]*
2. Staffing update: interview scheduled June 5 with a viable candidate for the temporary part-time summer position that runs from June 9 through August 7 for program support.
3. 50th Anniversary Committee update:
 - Focus on the “decades of the library” for thematic engagement
 - See attached write-up for the Coolbaugh Twp digital newsletter
 - Working on digital collages with staff for print and social media
 - Marketing for flags, banners, signs, PR, advertisements still pending
 - Social media push for fun facts

New Business & Information:

1. Monthly library statistics – *see attached data*
2. Cyber Insurance liability coverage – *Discussion*
 - Verify may already have coverage for exposure
 - Potential to engage broker to review other policies, exposure, coverage, and changes
 - July 1 budget year considerations
3. Coolbaugh Township has been repaid \$50,000 from the first significant tax check received.
4. A deposit was made to the ESSA escrow fund in the amount of \$125,000 from the first tax check.
5. Summer Reading Program “Color Our World” begins on June 23 and runs through August 7.
6. The Little Free Library needed to be taken down for some maintenance and TLC. New art for the outside will be painted by staff Jordan Sphar.

Fundraising

1. The R. Dale & Frances Hughes Foundation awarded the library \$50,000 in support of operations for youth staff and collections.
2. Upcoming: “50/50 for the 50th” raffles in June, July & August
3. We did not receive an award for the Dollar General summer reading grant for \$3,000.

Correspondence

Announcements/Upcoming Programs/Outreach Events – See attached Newsletter

Business for Next Meeting on July 2, 2025

Adjournment