

# Pocono Mountain Public Library Library Board Monthly Meeting AGENDA

## Trustees:

Jill Gunther, President (CT) 2022-2024  
Danielle Travagline, \* Vice-President (CT) 2020-2022  
Phyllis Williams, Treasurer (CT) 2020-2022  
Mary Mallard Barlieb,\* Secretary (CT) 2021-2023

Stacy Stewart-Keeler\* (MPB) 2022-2024  
Deatra Cummings (CT) 2021-2023  
Barbara Tyrrell (MPB) 2021-2023  
Barbara Wilson (MPB) remainder term →2022  
Mackenzie Wilson (MPB) 2022-2024

\*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](http://www.poconolibrary.org/meeting-agendas). In extraordinary circumstances, emergency business not on the agenda will require a motion to add that emergency business to the current agenda, and then a separate motion will be made on that emergency business only as needed.

Members of the board may attend any meeting by conference call, Zoom, or in-person, and that attendance constitutes a quorum and a legitimate vote. Due to on-going Covid-19 concerns, face masks are recommended by all who attend in-person board meetings, regardless of vaccination status. We encourage social distancing, and we appreciate if the public avoid coming to the meeting if they are sick or exposed to any person who is sick. Otherwise, the public is welcome to attend. Any above restrictions, practices, or guidelines may be altered if a local increase in Covid-19 infection rates makes it prudent to do so.

**November 2, 2022 7:00 p.m.**

**Call to Order, Determination of Quorum**

**Pledge of Allegiance**

**Approve Minutes of October 5, 2022 (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 for payroll expenses (MOTION REQUIRED)

***Additional Financial Reports – no motions required***

ESSA Money Market Account for Loan A  
2022 Budget v. Actual year to date  
Donations and Grants (summary)  
Local Tax Revenues Received (summary)

### **Old Business & Information:**

1. There is no new information on our legal complaint.
2. Update on OCL requirement of the Resolution of the Waiver of Standards.

### **New Business & Information:**

1. Monthly library statistics – *See attached data.*
2. Election Day is Tuesday November 8, 2022 at the library. We are the Coolbaugh 4 polling station. The ballot drop box is available until 8:00 pm. The library will be open during regular open hours from 10:00 am until 5:30 pm.
3. An adjustment needs to be made to the schedule in December to accommodate the holidays and benefit days for staff, switching the short Wednesday with Friday just for the last two weeks of the month.
4. The Office of Commonwealth Libraries (OCL) is now requiring the library board to accept the annual Plan for Use of State Aid application. Please see attached. (MOTION REQUIRED)
5. Preliminary 2023 budget review. *Please see included budget worksheet and memo.*

### **Fundraising**

1. Schedule for meetings of the anniversary committee are forthcoming
2. Grants likely for some building improvements, more information forthcoming.

### **Correspondence**

### **Announcements/Upcoming Events**

*Please see attached list of programs for November 2022.*

### **Business for Next Meeting on December 7, 2022**

### **Adjournment**