

Marple Public Library
Board of Trustees Meeting Minutes
March 23, 2026

Attendees: LaTanya Burno, Mike Ballinger, Jane Staud, Stephanie Latchford, Cynthia Wilson, Richard Rohr, Tamara Kelly, Judy Bagdon

Absent: Mike May

Disposition of Minutes: The board accepted and approved the minutes for February.

Treasurer's Report:

A few notes from the finance team:

- Regarding the cash flow analysis, we have not had to draw from the reserves yet. The net income includes investment gains. We received the state aid as a lump sum, so we still have a positive balance.
- Our CDs came due in March, and we renewed them at a 3-month term, so we have money for the summer. We got a better interest rate for 3 months than we would have for 6 months.
- Our Township appropriation is per month.
- An estate being settled and we were mentioned in the will. We do not know how much that will be but will notify the board when we learn more.

The board accepted and approved the treasurer's report for February.

Director's Report

- The staff are planning for the summer reading program. Some sponsors have been lost, and some are feeling the impact of the economy. The staff are trying to figure out low-cost prizes since we don't have as many sponsors. We have secured Marple Sports Arena for the kickoff and end of summer reading party.
- Staff remains steady. Looking for summer staffing in circ and reference. Teens help pull holds and hold programs. We may need temporary help at the circ desk.
- Since our teen program has grown and we have a professional librarian, we are changing her title to Teen Services Librarian.
- We are still waiting for the doors. The contractor was apologetic. He is waiting for the door to be delivered and will contact us as soon as it is in.
- Fundraiser for Tai Chi and Chair Yoga will be going until sometime in May. We are about 50% there to cover both sessions.

- Vela would like to do a presentation for the logo for the 75th Anniversary of the library for the board. It will be next month.
- We no longer had a use for a piece of furniture, an octagonal display. We offered it to other libraries on a first come first serve basis. The Rachel Kohl library was first, and they already put it to good use in their children's library.
- Patron computers are being replaced by new minicomputers from the county. They are not as powerful but should be fine for patron usage. The county will upgrade some for admin use as well.

Personnel – No update.

Governance – Policies to review

New Business

Records Retention Policy

- There was a meeting and there are some updates that they are going to update with digital communication and discussions with minors.
- We are investigating policies for digital retention. Tamara was able to get some pro bono work from a lawyer and get confirmation on the various record types, HR, financial, etc. for retention.

Physical and Sexual Abuse Policy Review

- Tamara and Stephanie to review within the next month or two. LaTanya will get the most recent. 2 adults need to be at teen programs.
- Sexual Abuse Policy at the forefront of the libraries.

Whistleblower and Conflict of Interest Policy Review

- Needs to be reviewed and amended or updated as needed.

Old Business

- Collection Development Policy and Reconsideration Form Review – Cynthia & Jane met with Bridgette and LaTanya and the updated policy needs to be reviewed by the board and approved. Please review and we will vote next month. If a challenge for a book comes in the patron will need to complete the reconsideration form. Covering all viewpoints is important and the staff keeps this in mind when building the collection.
- The Legislative Breakfast went well. There were over 150 people in attendance. County Council was there, and they are supportive. Jane presented the award for Marcy. Her son and his wife accepted the award on her behalf. Tamara was approached by Propel Credit Union for financial literacy courses, and she passed along the information to LaTanya.

- 2026 Friends & Trustee Institute – sponsored by the Public Library Association – Board Discussion.
- “The 70% Leap: A Blueprint for Transformative Library Advocacy” was led by a new director of a district that has 54 libraries and their board president. They had 600 employees, but they needed 1000. They hired a lot of people and turned it around with advocacy. They courted the council to get the funding. They had to make a case for it and received a 70% budget increase.
- “Stop Throwing Words at the Wall: Say Less, Make It Stick” – Was run by a strategic communication expert on the importance of clear communication.
- “Libraries and AI: An Opportunity for Exploration and Collaboration” was a discussion on the importance of prompt engineering for use in the library. The different types of prompts were discussed as well. There was an example used for using AI to create a program for teens.
- “Next Chapter Leadership: Effective Succession Planning for Library Board Members Directors” – They addressed that they don’t organize into the committees. They have board members serve on a number of committees and have succession plans on the board. The goal was to be well rounded. They highlighted a leadership lifecycle of 4 phases and needs: Startup, Growth, Maturity, and Decline.
- “Friends: The Basics” – They discussed PCBL and the Friends group utilizes their non-profit status. Sales tax was a part of the discussion. They discussed bylaws, officers, and having a Memorandum of understanding. Of note, if Friends Groups have over \$25,000 in revenue then they have to register with the state.

Required Board Training:

- There is one through the county where we are required to attend with 2 board members.

Keystone Library Grant – expected by the end of the month

- 750,000 expected to be awarded it and it is a matching grant. Lost 200,000 of the budget this year.
- May need a meeting to just talk about it. Township expecting us to renovate.
- We need to align and will look to get a meeting with the township.
- Larry included the doors as a part of the grant.
- We should know more in the next few weeks.

Next DCL Meeting

April 16 - Mike

June 18 - Tamara

August 20 - Stephanie

Oct 15 - Judy

Dec 17 - Jane

Next Board Meeting—April 27 (In-person)