

**Media-Upper Providence Free Library - Board of Trustees Meeting Minutes**  
**7:00pm PM, Monday, December 20, 2018 – 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.***

1. Opening of Meeting
  - a. Present – Trustees: Karen Ashbach, Lin Axamethy Floyd, William Campi, Larry Chrzan, Elaine Crivelli, Grant Gegwich, Kelly Schaffer, Cathy Zurbach; Director: Sandra Samuel
  - b. Absent – Trustees: None; Liaisons: Beth Glassman, Peter Williamson
  - c. Call to Order: The meeting was called to order at 7:05 PM.
2. Treasurer’s Report
  - a. Bill reported that he consulted with the library’s accountant and confirmed accounting will be on an accrual basis starting immediately (2018). Expenses for the doors and Ivy Group will be accrued to 2018.
3. 2019 Budget
  - a. Bill presented a proposed 2019 budget. The allocation from Media Borough increased since the last version of the budget shared with the board. The amount budgeted for fines, meeting room rental, and memorial giving also increased based on trends in 2018. Bill reviewed other trends from 2018 and the impact on planning for 2019, including increases in the personnel line item (across the board increases in staff salaries). The cost for increasing hours on Saturday and adding Sundays during the summer were also included. The board also discussed costs associated with reimbursement of full time staff members’ health insurance costs.
  - b. Sharon made a motion, seconded by Lin, to approve the 2019 budget as presented. The motion was approved unanimously. **(Motion #1)**
4. Advocacy (Executive Session)
5. Public Discussion – None
6. Adjournment
  - a. Bill made a motion to adjourn, seconded by Kelly. The motion passed unanimously. **(Motion #2)**
  - b. The meeting adjourned at 8:40 PM.

Submitted by Kelly Schaffer, Secretary