

Media-Upper Providence Free Library - Board of Trustees Meeting Minutes
7:00pm PM, Monday, August 26, 2019 – 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, William Campi, Elaine Crivelli, Grant Gegwich, Sharon Vandegrift, Cathy Zurbach: Director: Sandra Samuel
 - b. Absent – Trustee: Victoria Young. Liaisons: Peter Williamson, Tim Broadhurst
 - c. Recognition of visitors: Brittany Forman
 - d. Call to Order: The meeting was called to order at 7:01 PM.

2. Consent Agenda
 - a. Approval of minutes: Bill made a motion, seconded by Sharon, to approve the June 26, 2019 Board meeting minutes. The motion was approved unanimously. **(Motion #1)**

 - b. President’s report: Sharon provided a report in advance of the meeting.
 - c. A motion was made by Cathy and seconded by Elaine to vote on Board Candidate Brittany Forman. The motion was approved unanimously. **(Motion #2)**. Congratulations and welcome Ms. Forman.

 - d. Director’s report: Sandra provided a Director’s report in advance of the meeting.

 - e. Treasurer’s report: Bill provided a Treasurer’s report in advance of the meeting. Grant made a motion, seconded by Sharon, to approve the Treasurer’s report. The motion was approved unanimously. **(Motion #3)**.

 - f. Finance report: Bill provided a report in advance of the meeting. In addition,
 - i. Bill made a motion to hire Eckell Sparks as our attorney to handle the Sprogrell Trust with an initial retainer of \$2500. Karen seconded the motion. The motion was approved unanimously. **(Motion #4)**.

3. Committee Reports
 - a. Marketing/PR – Cathy provided a report in advance of the meeting.
 - b. Board and Staff – No report.
 - c. Building – No updates.
 - d. Fundraising – Sharon provided a report in advance of the meeting. The group discussed changing the previous committee structure. Bill made a motion to combine the Fundraising and Marketing Committees into a single Development Committee. The motion was seconded by Sharon. The motion was approved unanimously. **(Motion #5)**.

4. DCL Reports
 - a. Grant attended and provided a report in advance of the meeting.

5. Liaison Reports
 - a. Archives - Sandra provided an update on Archives.

6. Old Business
 - a. It was noted that a vacancy remains for an additional Trustee Member.

7. New Business

8. Public Discussion – None

9. Adjournment
 - a. Elaine made a motion to adjourn, seconded by Cathy. The motion passed unanimously. **(Motion #6)**
 - b. The meeting adjourned at 8:16 PM.