

**Community Library of Castle Shannon
Board of Trustees
Meeting Agenda
November 7, 2024**

Mission Statement

To be a vibrant community hub where all people gather to connect, engage, discover, learn and play.

Vision Statement

To be a valued community asset that inspires lifelong learning and supports enriching experiences for all.

1. Call to order
2. Prayer and Pledge of Allegiance
3. Roll Call
4. Public Comments*
5. Approval of October, 2024 Board Meeting Minutes
6. Approval of October, 2024 Financial Expenditures Report
7. Report from Library Director
8. Report from Children and Youth Services
9. Current and Upcoming Business:
 - Vote to approve and adopt the 2025 Castle Shannon Library Budget**
 - Status of Roof Repairs
 - Election Day-new location for voters to access the polls outside of the Library
 - Important Upcoming Events:
 - Saturday, November 23rd Craft and Vendor Fair [Link to sign-up for Board Member volunteers to work at the November 23rd Craft and Vendor Event](#)
10. Correspondence Suggestion Box
11. Report of the President/or Trustees
12. Policy Issues
13. Continued Business
 - Board of Trustees Annual Report: Finalized and being published
14. Articles of Interest
15. Announcements

As part of our Library's Strategic Plan, we strive to share community related information (Pillar # 3) and opportunities for community learning and collaboration (Pillar #4). Please see the following relevant announcements/information:

 - **Castle Shannon Park Rentals for 2025:** Rental Applications will start being accepted on Wednesday, November 6th, 2024. This will be in person only at the Municipal Center, beginning at 8:30 a.m. <https://borough.castle-shannon.pa.us/parks-recreation/>
 - **Medical Rescue Team South Authority (MRTSA) is the Castle Shannon Paramedic Service** and it also provides education in various topics. Visit this link <https://www.mrtsa.com/education/pages/class-schedule> to access an online registration and more detailed information for community classes in CPR, First Aid, ACLS, PALS, Stop the Bleed, EVOC and more!
 - **MRTSA Reminder 2025 Ambulance Membership:** Your MRTSA Membership not only provides emergency ambulance coverage, but it also guarantees that MRTSA will submit your claim to your insurance carrier for the ambulance service, and as a member you will only be billed for 50% of what your insurance doesn't cover. <https://admin.eservicestech.com/p/mrtsa/membership>
16. Public Comments*
17. Adjournment

*Per Board of Trustees By-Laws (2024), individuals who would like to speak publicly must announce first and last name before speaking, respect a three minute commenting protocol and recognize the overall total time of a thirty minute window for public comments. When public commenting closes after the final speaker, the Board will not engage in further discussion with the audience allowing for ample time to conduct Library business.

**The Library budget is embedded within the Borough of Castle Shannon Budget Package. The 2025 Borough of Castle Shannon budget is currently being prepared. The adoption date for the 2024 budget was December 11, 2023.

At the next Borough Council meeting on Monday, November 11th, the 2025 Library budget will be on the meeting agenda to be proposed and discussed. As Castle Shannon Community and Library Board Members, the following link is the Borough budget package for 2024 for reference.

borough.castle-shannon.pa.us/wp-content/uploads/2023/12/2024-Budget-Packet.pdf