

**Kennett Library
Board Meeting Minutes**

January 17, 2017 Board of Trustees

Karen Ammon Chris Britt Jerry Brown Margaret Egli Jim DiLuzio
 Chris Larsen Bill McLachlan Brenda Mercomes Carolyn Mohr
 Loren Pearson Brad Peiper Thomas Swett Barry Tomasetti Jeff Yetter

13 present (14 Trustees)-Quorum achieved

Guests:

Megan Walters, Filomena Elliott, Bill Landmesser

Agenda items
<p>Public comment</p> <p>A guest from Pocopson Township lauded the library board on moving in the right direction. He said it is important to have a clear mission statement so that people understand what we are seeking to achieve.</p>
<p>Approval of December minutes</p> <p>A motion was introduced by Jeff Yetter and seconded by Barry Tomasetti and unanimously approved with no corrections.</p>
<p>New Slate of Library Board Finalized</p> <p>Karen Ammon, Board Development, proposed that the new slate of board for 2017 be formally approved, which was seconded by Jim DiLuzio. The approval was put to a vote, which was unanimous. Karen thanked the officers for agreeing to serve.</p>
<p>Presidents Report</p> <p>Thomas Swett, President, recognized the new Kennett Library Director, Megan Walters and welcomed her to our meeting. He announced that the 2017 goals will be done in harmony with Megan's vision for the library. All committees should meet prior to March 1, 2017 in preparation for adoption of these new goals. The annual appeal was a big success. Thus far close to \$44,000 was raised from the community. Total donors were 346 of which 201 were new donors.</p>
<p>Committee Reports</p> <p><i>Development (Jeff Yetter)</i> Jeff reported that the Executive committee interviewed two candidates for the position of capital campaign consultants.</p> <p><i>Personnel (Brenda Mercomes)</i> Brenda has agreed to continue to lead the Personnel Committee.</p> <p>New Garden tax referendum – Jim DiLuzio is hoping New Garden will approve the library referendum, which will be on the ballot November 2017. Jeff Yetter commented that a similar referendum had passed in Chester Springs. Language on the ballot has been reviewed by Carl Francis. Discussion followed regarding the need to support this referendum with home parties, obtaining the endorsement of 500 people, public meetings plus get out the vote efforts.</p> <p><i>Communications and Marketing (Jeff Yetter)</i> Jeff reported there was no meeting in January due to Bayard Taylor's Birthday Celebration, which was a success.</p> <p>Jeff is waiting for a wheel chair lift for the library back door. Presently he is reviewing options and receiving estimates for this project.</p>

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Jeff had a meeting with Fig Magazine. Fig is offering the library a deal as a community partner, which includes four free issues in 2018 plus four full page ads. This offer is pending the approval of Mary Hutchins.

Development (Jeff Yetter)

Jeff needs help with fundraising and grants. The annual appeal is almost finished. \$40,462 was raised in 2016 plus \$1100.00 in matching funds. 16,700 requests were mailed and we received 346 donations of which 201 were new donors. Jeff added that there is a permanent book sale going on in the library lobby, which is run by the library's front desk. Jeff is pursuing micro donations. He will be meeting with a local bank regarding the purchase of a coin maze to feed donations.

Finance Committee (Bill McLachlan)

Bill McLachlan presented interim report. Momentum is on our side for 2017. The report on final donations shows East Marlborough Township with slightly lower 2016 donations than the prior year.

Policy Committee (Bill McLachlan)

Bill is in the process of reviewing the Library Policy manual, which is a laborious task.

Board Development (Karen Ammon)

Karen Ammon reminded all board members about the need to follow through on clearances. She raised the issue that all board members need to fill out a State Ethics Commission form, which will be forwarded to members via email.

Adult Literacy (Brad Peiper)

Brad Peiper has agreed to lead this program. Brad reminded us that the best practice is to get the message out to the community so we can improve funding. Adult literacy is mentioned on the front door of library. Filomena will be making a community presentation on March 20th.

Brad also reported that he and Megan Walters are the Kennett Library's representatives to the 2017 Chester County Library Systems Advisory Committee. There is one voting member from each library. He is the voting member and Megan is the alternate.

New Building Committee (Carolyn Mohr)

Carolyn said there is nothing new to report. The committee is hoping to meet in February.

Personnel Committee (Brenda Mercomes)

Brenda reported that the Employee Manual is complete. Jeff and Loren are reviewing the document to make sure that it will be the final copy. Brenda also commented that the Volunteer Manual is being reviewed for modifications.

Adjournment

A motion to adjourn was made by Karen Ammon seconded by Brenda Mercomes with unanimous consent. The meeting was adjourned at 5:59 PM

The next meeting of the Board of Trustees is **February 21, 2017 at 5 PM** in the lower conference room of the Market at Liberty Place.

Respectfully Submitted,

Margaret Egli, Secretary