

KENNETT PUBLIC LIBRARY

216 East State Street • PO Box 730 • Kennett Square, PA 19348

MEETING MINUTES OF THE BOARD OF TRUSTEES MEETING ROOM OF THE LIBRARY

Tuesday, December 15, 2015 at 7 p.m.

Meeting called to order at 7:00

Board Members Present: Jeff Yetter, Karen Ammon, Carolyn Mohr, Doug Thompson, Tom Swett, (7:20) Margarita Garay-Zarco, Bill McLachlan, Stan Allen, Joan Weber (7:20) Rosa Quintana (7:33) Susan Mackey-Kallis (conference line)

NIA: Chris Britt

Absent: Jerry Brown

Others Present: Donna Murray, Maureen Snook, Filomena Elliott

I. Public Comments: There were no public comments.

II. Welcome & Introduction, Tom Swett, Appointed Rep. East Marlborough Township

III. Approval of Consent Agenda: Motion to approve: Bill, second by Karen, passed unanimously.

IV. Director's Report—Donna

In addition to Donna's report we discussed the Annual Campaign Sweep Letter which has been delayed due to printing issues They were sent out without written notes from the board because of time.

V. Adult Literacy Program Committee Update – Donna announced that she and Bill are working on an AL budget and Filomena introduced herself and updated the Board on the program, details in her written report.

VI. Treasurer's Report—Joan presented the November Budget Report, both operating and condensed. Also a detailed report of the investment accounts. We have a draft budget for 2016, we need to discuss how we are going to balance it and would like to move to a timed budget. We will present and vote on this in January. We hope to get the last quarter financials for 2015 on the website in February based on getting info from CCLS. Donna will get the third quarter on the web site asap.

VII. Committee reports

- DMA—Karen: The committee met with Task force representative Collis Townsend, and interviewed another candidate for the Communication and eventual capitol campaign.
- NBC – Carolyn: Committee met and have an agreement of sale with the borough that allows time for the Due Diligence we need complete. Due to some questions about the Architect contract with Lukmire, we are waiting to sign the agreement with the Borough.

The committee will meet with Lukmire to ask questions when all committee members are in town, approximately mid-January.

- Personnel—Karen gave an update of the process for Donna's review which is underway.
- Board Development—Doug is organizing a meeting for the first week of January.

VIII. New Business

IX. The meeting was adjourned at 7:58 with a motion by Carolyn and a second by Jeff.

Approved by Board Vote 1/19/2016