

**Bayard Taylor Memorial Library  
Annual Reorganization Meeting of the Board of Trustees – January 20, 2015  
Minutes**

Board Members Present: Karen Ammon, Geoff Birkett, Jerry Brown, Barbara Cairns, Susan Mackey-Kallis, Carolyn Mohr, Rosa Quintana, Carol Starzmann, Douglas Thompson, Joan Weber.  
Others: Donna Murray

Missing: Jim Nelson

**Welcome** – Karen called the meeting to order at 7:10.

**Annual Report of the Director** – Attached

**Annual Report of the President** – Attached

**Vote on the Slate of Officers** – Carolyn Mohr asked that her nomination as Vice President be withdrawn. On a motion by Rosa and seconded by Geoff, the board unanimously approved the Executive Committee for 2015:

- Susan Mackey-Kallis – President
- Joan Weber – Treasurer
- Karen Ammon – Secretary

**Revisions to 2015 Budget** – On a motion by Susan and seconded by Geoff, the board unanimously approved minor changes to more accurately reflect revenue figures from the state, county and Pennsbury Township.

**Adjournment** – On a motion by Susan and seconded by Geoff, the Annual Reorganization Meeting adjourned at 7:25.

**Regular Meeting of the Board of Trustees  
Minutes**

**Welcome** – Susan called the meeting to order at 7:26. She thanked the outgoing Executive Committee for all the work they've done the past year to keep library projects moving forward.

**Public Comments** – Bill Landmesser thanked Barbara for her efforts as a trustee and board president for the library. Pandora Young complimented the library for the Bring Your Own Board Game & Bottle program and reported that there were 15 people at the last event. She also spoke in support of the library plan to change its name to Kennett Public Library, commenting that everyone calls it that anyway.

**Consent Agenda** – On a motion by Geoff and seconded by Carol, the Consent Agenda passed unanimously.

**Non-Discrimination Policy** – On a motion by Karen and seconded by Barbara, the board unanimously passed the following policy:

*Bayard Taylor Memorial Library does not discriminate on the basis of race, color, religion, sex, national origin, age, physical or mental disability, marital status, sexual orientation, gender identity, or political ideology in the administration of any of its employment policies, board development policies, or the provision of services.*

**Holiday Closings** – On a motion by Barbara and seconded by Rosa, the board unanimously passed the list of days the library will be closed (attached) in 2015.

**System Advisory Council (SAC) Representative** – On a motion by Barbara and seconded by Carolyn, the board unanimously approved Susan’s nomination of Rosa to represent Bayard Taylor Library to the System Advisory Council.

**MAD (Advocacy) Report** – Karen reported that members of the Marketing Advocacy & Development (MAD) Committee met with New Garden Supervisor Steve Allaband last week and that the committee would discuss before making a recommendation to the full board about another referendum in New Garden for tax money to support the library. Susan added that both Steve and former supervisor Bob Norris had input on the possibility of another referendum.

**MAD (Development) Report :**

- Donna reported that a development officer – Maureen Snook – has been hired and will start Monday.
- Susan reported that the Annual Appeal has raised \$36,735 and nine board members have made gifts.
- Donna reported that the renovation project is moving forward and contractors have been engaged for carpeting, electricity and building the new desk and banquette. Barbara made a motion that a detailed outline of expenses for the renovation project be submitted to the board; Carol seconded the motion. On a vote of three in favor (Barbara, Carol, Jerry), three opposed (Susan, Geoff, Rosa), and three abstentions (Karen, Carolyn, Doug), the motion failed.

**MAD (Marketing) Update** – Geoff reported on the re-branding project he and Susan have worked on with the staff. The proposal, based on staff focus groups, is to change the name of the library to the Kennett Public Library. A new logo was also presented. Questions were asked about the budget for the project, obligations to the Chester County Library System (we control our branding), and the website (local web developer working on it). Rosa commented on the value of staff participation in the process that results in buy-in.

**Vote on New Library Name** – On a motion by Doug and seconded by Rosa, the board voted 8-2 to change the name of the library to the Kennett Public Library. Voting in favor were Barbara, Rosa, Susan, Geoff, Joan, Karen, Carolyn and Doug. Opposed were Jerry and Carol. Further discussion focused on the need to notify stakeholders, and also in keeping some Bayard Taylor presence in the library.

**Overview of Strategic Planning Process** – Susan reported that Geoff and Donna will attend the Chester County Library System Board Meeting Jan. 27 to request an extension on the Feb. 28 deadline for a new strategic plan. A staff/board retreat is in the works for early March.

**Focused Discussion of Board Goals for 2015** – Susan presented her report on key roles for board members and committee recommendations and responsibilities. (Report attached). The board then brainstormed on goals for 2015:

- Hire Feasibility Consultant to run feasibility study and discuss scope of potential new library at July Board Meeting (Note: study will include community conversations and feedback)
- Branding Campaign
- New Garden Referendum
- Make decisions about money, size and timeline for the new library
- Fundraising
- Development plan / outline
- Communicate with stakeholders
- Contracts with architect, owner's rep, builders
- Community conversations
- Pass a balanced or profitable budget for 2016
- Build a diverse board with members from all eight municipalities (two from East Marlborough, at least one from Pocopson)
- Don't touch investment account

Respectfully submitted,  
Donna Murray & Karen Ammon

A handwritten signature in black ink that reads "Karen Ammon". The signature is written in a cursive style with a long, sweeping tail on the final letter.