

**Kennett Public Library  
Board of Trustees Meeting – April 21, 2015  
Minutes**

**Attending:** B Cairns, C Starzmann, S Mackey-Kallis, D Thompson, R Qintana (first hour), M Snook (first half hour), J Weber, D Murray,

**G Birkett (Acting Secretary)**

**Absent:** C Mohr (NIA), K Ammon (NIA), J Brown

**Guests:** B Landmesser, M Eling, A Starzmann, M Garay (prospective new member)(for first hour)

**The meeting was opened at 7:02 PM**

**Susan thanked Donna Murray (Library Director) for her great efforts on completing the make-over. The Board applauded Donna and her staff on an excellent job.**

**Donna explained that 99 % of comments on new interior has been positive. Patrons really appreciate the effort to improve comfort and IT.**

**PUBLIC COMMENTS:** Mr Eling asked when minutes were being published. Susan explained February minutes available by 4/27 and March minutes after approval by Board. Mr Eling expressed concern over name change explaining that many people in Kennett Township were not aware. Geoff and Rosa explained that it had been announced at a Public meeting and communicated to Lisa Moore by Rosa as per our plans. Geoff explained that we are trying to improve our communications via facebook/ Internet/ EBLast/ Mailings etc.

**3 MINUTE RULE:** Susan announced the 3 minute rule as agreed with EC. This has been made necessary as some members insist on talking and not listening to others views as per good Board protocol.

**MAD Committee Report:** Susan announced that we still need more wine for the “Board basket” and so far we only have 3. The PUBLIC grand opening will be on May 7<sup>th</sup> at 6:30 PM, we are inviting many people and hope to have a local official give a speech.

## **FEASIBILITY STUDY UPDATE/ VOTE**

**Maureen Snook presented finding of the search for a Feasibility Consultant. 14 companies were invited to pitch. A short list of 4 was agreed with the Committee. 2 were interviewed and 2 were clearly superior in terms of ability/ track record/ local knowledge. These companies were Lapin Associates and McIntyre Associates. References have been checked and were extremely positive.**

**The Board thanked Maureen for her excellent work. The program starts w/c/ April 27 (date will change). The report will be complete on July 7 and will give an indication if we are ready to start active fundraising, or what steps are needed first. The Board will vote on the feasibility study conclusion and next steps vs fundraising in July 2015.**

**Geoff made a motion to hire McIntyre for the feasibility program, this was seconded by Rosa.**

**VOTE was unanimous (7/0) to hire McIntyre.**

**(Maureen left the meeting)**

**APPROVAL OF MARCH MINUTES was post-postponed to later in meeting.**

**DIRECTORS REPORT: Donna reported on recent events and achievements. The makeover has been the main item with improved PC linkages, new shelving, new carpeting, new room layout, TV in lobby, new doors and new painting/ paneling on first floor. Donna explained that during the tear down, asbestos had been found at unacceptable levels. The Board voted to approve remediation and this was completed – levels are now deemed safe after a second test battery. Donna then detailed the extended new programming coming up in April/ May/ June. Some events are already sold out/ fully booked. Geoff commented that this does not seem to resonate with those people who say KPL is not communicating effectively – we are having more events and sell outs than ever.**

**NEW BUILDING COMMITTEE REPORT Geoff and Carol reported that we are in the process of finalizing the OR contract. The OR was hired in late 2014 after an exhaustive search process and has been very professional so far in assisting KPL. Barbara asked for a full Board review of contract. Geoff and Joan questioned why this was necessary as program is within agreed budget. The Board agreed that the contract would proceed unless a material change was seen vs drafts or original plan on which Aegis were hired.**

**VOTE:** Barbara made a motion to re-examine OR contract and vote on final authorization. Carol seconded the motion. The motion was defeated by a vote of (5/2). Susan concluded the discussion by explaining that the Board would vote by Email once the lawyer had reviewed the contract.

**STRATEGIC PLANNING – FEEDBACK FROM PUBLIC FOCUS GROUP:** Susan and others present explained that the meeting was a great success. Slides were circulated to the Board and will be on the KPL website soon. Susan reviewed some key elements of Public inputs - many great ideas were brought forward.

**KPL STRATEGIC PLAN - KPL 2020:** The strategic plan was presented by Susan. The team commended Susan on her efforts and clear plan with extensive input from staff/ customers/ Board and Public.

**NOTE:** Minor edits were suggested which have all been built into the final plan by Geoff/ Susan – the plan will be sent to CCLS on 4/27.

**VOTE:** Susan made motion to approve the Strategic plan for 2015-2020, Doug seconded the motion.

The Board approved the plan unanimously (7/0).

**FINANCE REPORT:** Joan explained that final figures were just received – the report will be circulated before the May Meeting. As there is no structured budget, it is impossible to estimate run rate accurately but figures look to be on track.

Joan reported that she needs access to the Vanguard account – it was agreed Donna would ensure this happens ASAP.

#### **NEW BUSINESS**

Barbara Cairns resigned from the Board.

Meeting closed at 9:34 PM on motion by Doug, seconded by Joan