

**March 18, 2025 Board of Trustee**

✓ Barbara Bolton ✓Todd Bruce xLenda Carrillo ✓Peter Doehring ✓ Barbara Forney ✓Dan Gannon ✓Dan Gallagher ✓Vicki Gehrt ✓Mandy Lake ✓ Will Majarian xPattie Morgan Miller  
 ✓ Barbara Necarsulmer xLeah Reynolds ✓ Lee Sausen xCorrine Sweeney ✓Tony Talbert  
 ✓Collis Townsend

*13 present (17 Trustees)-Quorum achieved*

Guests: Chris Manna, Filomena Elliot

<b>Agenda items</b>
<b>CALL TO ORDER/PUBLIC COMMENTS</b>
Collis opened the meeting at 5:01 p.m.
<b>APPROVAL OF FEBRUARY 2025 BOARD MINUTES</b>
Collis asked for a motion to approve the February minutes. Barbara B. made the motion which was seconded by Barbara Forney. All in favor.
<b>DIRECTOR’S REPORT</b>
Highlights of the report: <ul style="list-style-type: none"> <li>• Concern on effects of federal cuts that flow through from the Executive Order abolishing the Institute of Museum and Library Services. This provides databases and supports the states and through them to us. Please share your concerns with legislators.</li> <li>• Welcoming Cener partnership to offer Workforce Development Programming moving forward- will fund us to put on seed programs here (\$30-40K).</li> <li>• William Penn Foundation supports the Welcoming Center, we will also approach them directly.</li> <li>• Support needed for the Soiree- donate silent auction items or \$ and buy tickets.</li> </ul>
<b>PRESIDENT’S REPORT</b>
Report provided <ul style="list-style-type: none"> <li>• Reminder that EC has moved to Wednesdays at 8:30. The zoom link has been shared.</li> </ul>
<b>COMMITTEE REPORTS</b>
<b>Finance Committee:</b> ( Lee Sausen) Report provided. <ul style="list-style-type: none"> <li>• Still waiting for CCLS to close 2024 to run final reports.</li> <li>• First budget to actual report coming once March is finalized.</li> <li>• Finance committee interviewed finalists to provide investment management services for the employee investment plan. Motion to move forward planned for April Board Meeting.</li> </ul>

**Agenda items**

**Building Committee:** (Will Marjarian) Report on grant status provided. Thanks to Brad for continuing these efforts.

- Building issues working toward resolution (hopefully)
- Next step is developing a plan to manage ongoing repairs and maintenance.
- A volunteer has stepped forward, willing to devote 2 days per week to this. Will and Chris will begin to review the systems with him.

**Nominating Committee/Governance:** (Barbara Forney)

- Working on identifying Board Candidates for Township nominees.
- Next- By law revisions.

**Development Committee:** (Tony Talbert)

- Over 12 resumes received for Development Director- will begin initial interviews next week

**Personnel Committee:** (Vicki Gehrt)

- Working on Employee Manual with a goal to present to Board in May or June.

**Communications Committee:** (Rob Gallagher)

- Discussing core values, messaging and branding- upcoming strategic planning will feed into this.
- Need to determine our key target markets and learn more about and improve communications with Townships.
- Working on simplifying the staff report. Currently this takes up a lot of time. What metrics are really needed and how often?

**Friends of the Library** (Barbara Bolton)-

- Friends are working on defining their role in supporting the Library.
- One is Advocacy.
- Working on building membership and considering levels of membership.
- Planning fall book sale coordinating with UHS and Kennett HS.

**DISCUSSION TOPIC –**

Strategic Planning: (Mandy Lake)

- Update on process and timing. This is an abbreviated process with a due date of July as this is a requirement for an upcoming grant application.
- Alternations of Mission, Vision and Values possible.
- Focus will be on a few important items to work on in the short term and identification of longer-term strategic opportunities.

**Kennett Library**  
**Board Meeting Minutes**

<b>Agenda items</b>
<ul style="list-style-type: none"><li>• Committees will be asked to identify a few strategic opportunities.</li><li>• Each Literacy will develop a mission/vision.</li></ul>
<b>ADJOURNMENT</b>
Barbara Forney made a motion to adjourn the meeting at 6:07 p.m. which was seconded by Vicki. Next meeting Tuesday, April 15 at 5pm.

Respectfully submitted,  
Barbara Necarsulmer, Secretary