

## April 15, 2025 Board of Trustee Meeting

✓ Barbara Bolton ✓ Todd Bruce ✓ Lenda Carrillo ✓ Peter Doehring xBarbara Forney ✓ Dan Gannon xRob Gallagher ✓ Vicki Gehrt ✓ Mandy Lake ✓ Will Majarian xPattie Morgan Miller ✓ Barbara Necarsulmer ✓ Lee Sausen ✓ Corrine Sweeney ✓ Tony Talbert ✓ Collis Townsend

*13 present (16 Trustees)-Quorum achieved*

Guests: Chris Manna, Joe Sherwood, Filomena Elliot, Barbara Cairns, Anne Coleman,

<b>Agenda items</b>
<b>CALL TO ORDER/PUBLIC COMMENTS</b>
Collis opened the meeting at 5:01 p.m.
<b>APPROVAL OF APRIL 2025 BOARD MINUTES</b>
Collis asked for a motion to approve the March minutes. Barbara B. made the motion which was seconded by Will. All in favor. Some Board members are still not able to access the shared drive. To gain access contact Laura Archer at larcher@ccls.org.
<b>DIRECTOR'S REPORT</b>
Highlights of the report: <ul style="list-style-type: none"> <li>• He attended the Solas Awards as part of our partnership with the Welcoming Center.</li> <li>• Next year we will pilot 2 classes for adult learners- that will enhance job skills and employment opportunities</li> <li>• PA 250 toolkit in shared docs</li> <li>• Author talks continue to have great reception, stay tuned for upcoming high profile authors</li> </ul>
<b>PRESIDENT'S REPORT</b>
Report provided <ul style="list-style-type: none"> <li>• Highlights include the growth in programming such as recent sold-out author talk- Mark Bowden interviewing Marty Moss-Coane,</li> <li>• Kudos to committee for process to hire new Development Director Shannon Morrell.</li> </ul>
<b>COMMITTEE REPORTS</b>
<b>Financ:</b> (Lee Sausen) Report provided. <ul style="list-style-type: none"> <li>• WSFS line of credit will be paid off by the end of the year.</li> </ul>
<b>Building Committee:</b> (Will Marjarian) The flagpole will be installed soon.

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

<b>Agenda items</b>
<p><b>Nominating Committee/Governance:</b> (Corinne for Barbara F.)</p> <ul style="list-style-type: none"> <li>• Draft by-law revision in Board folder, please review prior to next meeting when there will be a vote to approve.</li> </ul>
<p><b>Program Committee</b> – (Peter) Report provided</p> <ul style="list-style-type: none"> <li>• Working on how to evaluate potential programming- spreading knowledge as well as trying to capture the impact of that knowledge. This will feed into strategic plan.</li> </ul>
<p><b>Development Committee:</b> (Tony Talbert)</p> <ul style="list-style-type: none"> <li>• Very happy with choice of new Development Director.</li> <li>• Team will need to develop 30 60 90 days plans prior to her start date of June 9</li> </ul>
<p><b>Personnel Committee:</b> (Vicki Gehrt)</p> <ul style="list-style-type: none"> <li>• Employee Manual being reviewed by Univest. Will be sent to the board to review prior to June meeting when they plan to submit it to the Board for approval.</li> </ul>
<p><b>Strategic Planning: (Mandy Lake)</b></p> <ul style="list-style-type: none"> <li>• Update on process and timing. This is an abbreviated process that feeds into Longwood grant application.</li> <li>• One key focus is branding and communications.</li> </ul>
<p><b>Friends of the Library</b> (Barbara Bolton)-</p> <ul style="list-style-type: none"> <li>• Friends President Anne Coleman highlighted the shop and Dine, which is not online. Board members need to support by buying tickets and sharing the ticket purchase links.</li> </ul>
<p>Special Guest- CCLS Executive Director Joe Sherwood</p>
<b>ADJOURNMENT</b>
<p>Barbara B made a motion to adjourn the meeting at 6:06 p.m. which was seconded by Mandy. Next meeting Tuesday, June 17 at 5pm.</p>

Respectfully submitted,  
Barbara Necarsulmer, Secretary