

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

**May 16, 2017 Board of Trustees**

- Karen Ammon    Gail Bowden    Chris Britt    Jerry Brown    Margaret Egli  
 Jim DiLuzio    Chris Larsen    Bill McLachlan    Brenda Mercomes    Carolyn Mohr  
 Loren Pearson    Brad Peiper    Thomas Swett    Barry Tomasetti    Jeff Yetter

*10 present (15 Trustees)-Quorum achieved*

**Library Director:** Megan Walters

**Guests:** Bill Landmesser, and Filomena Elliott

<b>Agenda items</b>
<b>Opening of Meeting</b>
Tom Swett, President, opened the meeting at 5:01 p.m. Tom noted that there were no public comments.
<b>Approval of April Minutes</b>
A motion to approve the minutes was made by Jeff, seconded by Loren and unanimously approved with no corrections.
<b>MOU Process</b>
Tom asked Bill to expound on the MOU process. Bill said that this understanding is in process with the attorney and it will be presented to the Borough when finalized, possibility for the third meeting in June. The architect's contract needs to be signed and is hanging in the balance. Despite current challenges, Tom said it is important to remember our conspicuous successes.
<b>Director's Report</b>
Megan reported that two-part time employees are transitioning to full time employees. Since one of these employees is fluent in Spanish, Megan is considering offering some programming in Spanish. She will be attending a seminar on Cyber security. She made a presentation to the Longwood Rotary Club, which was well received. She has been invited to participate in Career Day to be held at the Kennett Middle School. She has been making many contacts by attending Southern Chester County Chamber meetings. Many of these contacts have expressed their support for the library.
<b>President's Report</b>
<p>Tom Swett congratulated Megan on her continued outreach to the community. He also complimented Alex on his collaboration with the Friend's Home to plan senior events. He acknowledged that Megan with the assistance of Joe Lordi, has begun the process of transferring items of the Bayard Taylor collection to the Chester County Historical Society.</p> <p>He also relayed to the committee that he has been spending time reviewing giving lists for prospective donors in preparation for the planning study.</p> <p>He is pleased with the increase in patron visits.</p>
<b>Committee Reports</b>
<p><b>ALP (Brad Peiper)</b> Brad is pleased to report that 60% of revenue for this program has already been received. He recognized Filomena Elliott and Bill McLachlan for their efforts in achieving this success. To date the ALP has received \$1,250 from the Mushroom Festival, \$4,000 from the Genuardi Family Foundation, \$10,000 from the Dollar General, and \$43,200 from the United Way.</p> <p>The Spring session for evening and day classes are ending in June.</p> <p>The ALP committee held a reorganization meeting on May 2nd with 10 members present. Improving the relationship with La Comunidad Hispana was identified as a goal of this committee. Brad along with Chris Larsen, Member at Large for Pocopson, need to get agenda time for Pocopson. Usage numbers indicate that Pocopson residents utilize Kennett Library as much as the West Chester</p>

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Library, however that usage is not reflected in that Township's donation to our library. Brad stated that clearly the amount of donation should be based on usage.

He was also happy to report that Filomena started training eleven new tutors today.

**NBC (Carolyn Mohr)**- Carolyn was pleased by the positive reactions from the Lukmire community presentation. She and Jeff will be meeting with the local YMCA director. They will be discussing collaborative programs with mind/body connections.

Jeff is proceeding with real estate matters.

**Personnel (Brenda Mercomes)** Brenda has no report at this time.

**Communications/Development (Jeff Yetter)** Jeff reported he and Bill had a meeting with Kennett Township Supervisors to request that they consider a library tax increase from .2 mils to .4 mils as a contribution to the capital campaign.

He passed around the proof for the summer issue of FIG highlighting our director, Megan Walters. He announced that the change maze will appear in the Kennett Library lobby on Thursday.

**New Garden Township (Jim DiLuzio)** Jim stated the need for lawn signs to support the referendum. Jim met with Steve Allaband regarding the need to have it back on the ballot November 2017. If this referendum passes, it will provide operating funds and establish the township on a fair share footing.

Both Dr. Barry Tomasetti and Steve Allaband have endorsed this referendum.

**Finance (Bill McLachlan)** Timing of significant contributions shows us ahead, unfortunately revenue will not be ahead at the end of the year. Library expenses for materials are trending behind the required 12%, but Bill is confident spending will catch up. ALP is fine, although it needs a \$10,000 cash infusion. Bill also reported that the investment portfolio is fine.

**Policy (Bill McLachlan)** has no report at this time.

**Board Development (Bill reporting for Karen Ammon)** There are two vacancies on the library board – West Marlborough and Pennsbury. Carolyn Mohr mentioned that she may have a candidate for one of the openings.

Tom Swett, President, reminded us that it is important to reflect on our many successes. The annual campaign brought in over \$58K versus \$34K the previous year. Tom wants Robert Scott, Jerry Brown and Clayton Bright to meet with Lukmire. He had lunch with Barbara Cairns, former Library board chair, and will hold another planning session with Bill Pugh.

The meeting was adjourned at 5:55 p.m. The next meeting is on July 18 at 5 PM.

Respectfully submitted,

Margaret Egli, Secretary