

Kennett Library
Board Meeting Minutes

November 15, 2016

Board of Trustees

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

13 present (15 trustees)-Quorum achieved

Guests

Greg Lukmire, Bill Evans, Toni Garvey, Bill Landmesser, Melissa Nolan

Agenda items
Public comment
There were no public comments.
Approval of October minutes
A motion was provided by Brenda Mercomes, seconded by Loren Pearson and unanimously approved with no corrections.
Welcome to Greg Lukmire, Bill Evans, and Toni Garvey
<p>The Lukmire architectural team attended the meeting and provided a brief summary on their meetings in support of the VPP project. This included their work to date on the analysis of the site, the survey results, and the blocking and space diagrams. This work indicated that the building footprint would increase to 15,000 ft.² in order to provide the space required by both the borough and the library including community space. The total building space would be 46,000 ft.² of which the borough would be allocated 11,000 ft.². These space estimates are work in progress at this point.</p> <p>Toni Garvey indicated that there were 315 responses to the survey mostly from super users of the library. The main comments suggested by survey respondents included the desire for more hours, eating space, a new library specifically with more windows, free parking, ADA compliant, and certainly meeting spaces. During this trip, the team had an opportunity to visit with 25 seniors at Crosslands and 30 young adults/teens at the library as part of the visioning project.</p> <p>The team will revisit late January for another series of meetings with the borough, library, and the community.</p>
New Garden Tax Referendum Project Consultant
<p>Jeff Yetter introduced the executive committee recommendation to hire Carl Francis as the lead consultant/advisor for the new Garden Tax Referendum Project. Carl's fee for this project is \$25,000 plus a \$5000 bonus should the referendum vote in favor be equal to or greater than 67%. This fee does not include any printing/mailing/advertising costs that would normally be borne by the library anyway. Carl Francis has requested a \$12,500 deposit to be paid in December 2016 if his company is selected for this project.</p> <p>Karen Ammon made the motion seconded by Carolyn Mohr.</p> <p>In discussion Brad Peiper asked why there was focus on achieving much more than 51% in favor of the referendum. Jeff responded that achieving an overwhelming vote in favor of the referendum would benefit the library in its capital campaign.</p> <p>Loren Pearson asked if there would be a chance that people would not donate to the capital campaign because of the tax? The response was that obviously it would be difficult to predict how some people</p>

Kennett Library
Board Meeting Minutes

Agenda items

might feel regarding the tax, but hopefully the capital campaign would convince them of the merits of and certainly the importance of a new library.

Karen Ammon made the point that this is the 2nd chance at a New Garden referendum and in all likelihood the library would not get a third opportunity. In addition, she mentioned that the amount of per capita tax depends on property value.

Brad Peiper requested appending the motion as stated to have Carl Francis prepare a detailed roadmap of the steps taken during the project which may be helpful to future referendum projects managed by the library.

The amended motion was carried unanimously.

Director's Report

The library director report was transmitted to all Trustees prior to the meeting. The report is morphing to a new, simplified format containing table/graphs showing vital trends and statistics.

Committee Reports

New Building (Carolyn Mohr)

NBC had no additional information to report following the discussion by the architectural team.

Personnel (Jeff Yetter)

The employee manual continues to be the main focus of the personnel committee. It is nearing completion and will require inspection by HR counsel and possibly an outside library consultant prior to finalization.

Communications & Marketing (Jeff Yetter)

No report.

Finance (Bill McLachlan)

A preliminary 2017 budget draft provided to the Trustees at the meeting. The finalized budget will be presented at the December meeting for approval. Following approval, the budget will be transmitted to CCLS in a seasonalized format as required.

Board Development (Karen Ammon)

Melissa Nolan of West Marlborough Township attended this meeting. She had indicated a desire to consider joining the board as a representative of West Marlborough Township. Karen Ammon will follow up with Melissa.

Policy (Bill McLachlan)

No comments.

Policy (Brenda Mercomes)

Brenda mentioned that 20 applicants had applied for this position and 8 were selected to be interviewed in the first round. It was anticipated that there would be 4 finalists selected for a 2 day visit in late November and each would be required to deliver a presentation on a subject selected by the search committee.

The question was asked if the library would pay for relocation. Brenda stated that most likely not but the search committee might consider a signing bonus to help defray the relocation cost.

Kennett Library
Board Meeting Minutes

Agenda items
Adjournment
<ul style="list-style-type: none">A motion to adjourn was made by Jeff Yetter seconded by Karen Ammon with unanimous consent. The meeting was adjourned at 5:56 PM

The next meeting of the Board of Trustees is **December 13, 2016 at 5 PM** in the lower conference room of the Market at Liberty Place.

Respectfully Submitted,



William C McLachlan
Secretary