

**JANUARY 15, 2019 Board of Trustees**

Karen Ammon  Barbara Bolton  Gail Bowden  Chris Britt  Margaret Egli  Cathy Elder  Jim DiLuzio  Chris Larsen  Bill McLachlan  Brenda Mercomes  
 Barbara Necarsulmer  Loren Pearson  Brad Peiper  David Sleasman  Thomas Swett  
 Barry Tomasetti  Jeff Yetter

*13 present (18 Trustees)-Quorum achieved*

Guests: Bill Landmesser, Julie Noolan, and Megan Walters

**Agenda items**

**REORGANIZATION MEETING**

At 5:01 p.m. Karen Ammon called the reorganization meeting to order. Karen made a motion to re-elect the current Executive Committee; Tom Swett, Chair/President, Jeff Yetter, Vice-President, Bill McLachlan, Treasurer, Brenda Mercomes, Personnel Chair, and Margaret Egli, Secretary. Jim seconded the motion and the election of officers passed. A motion was made and passed in order to adjourn this meeting and proceed to the regular Board meeting.

**OPENING OF REGULAR MEETING/PUBLIC COMMENTS**

Tom Swett opened the regular meeting at 5:15 p.m. He asked for the approval of the December 2018 minutes. Barbara Necarsulmer made a motion to accept which was seconded by Cathy.

Tom extended a welcome to new Trustee, David Sleasman, who is the Director of Library Services at Longwood Gardens. Tom disclosed that David is a graduate of the University of Pittsburgh and has many special skills including records management. Cathy added that David has the distinction of discovering a rare Japanese orchid on the grounds of Longwood Gardens.

Next Tom bestowed recognition on Bill Landmesser for his twenty-five years of service to the Library. He has been elevated to Trustee Emeritus. Tom announced that his gift will be forthcoming. Bill thanked Tom and the Board. Bill was very complimentary to the new Board which started its term in 2016. He credited Tom with setting a positive tone and providing great leadership. He is impressed that all work is done in committees. He gave special mention to Brad and the wonderful ALP program. Bill acknowledged that it is hard work and that the present Board is doing a good job. He has been glad to be part of the process. Tom thanked Bill for his historic perspective. Bill ended by stating that this Board's message "We will build a new Library" has come through loud and clear.

**DIRECTOR'S REPORT**

Megan reminded us that the Kennett Library had been chosen social community partner of the year by FIG. Jeff and Megan met with Brianna for an expanded article. Brianna interviewed Jeff, Megan and Veronica. The ad in FIG will feature and include an article on our new building.

Megan commented that Alex and our new Communications Associate, Veronica Chavez, make a great team.

Megan directed us to check out the Kennett Library's Facebook page, which shows Tom cutting the Bayard Taylor birthday cake.

Megan is excited about recent remodeling efforts at the Library. The carpet in the downstairs meeting room, which is at least twenty-five years old is being replaced with other flooring. There are efforts underway to make the Library entrance more appealing.

Joe Lordi visited the Library and went through the closets. The results of his searching uncovered an original pillar and the stone cornerstone from the 1890s. Megan is suggesting that we might find a creative way to display these finds in our new Library.

**Kennett Library  
Board Meeting Minutes**

<b>Agenda items</b>
<p>Tom complimented Megan. It is to her credit that FIG came to us and chose us. He also believes that the successes generated by recent hire, Veronica Chavez, is because Megan has empowered her.</p>
<b>ALP/SAC</b>
<p>Brad reported that the focus of ALP continues to be outside grants. ALP committee member, Paul Frederic, has been very helpful developing relationships with the mushroom companies. ALP will be hosting a big celebration in 2019 for its 40<sup>th</sup> anniversary. Planning has already begun. The celebration is intended as a thank you to all the students, donors and tutors.</p> <p>Pertaining to SAC, Brad remarked that there has been turnover at CCLS including a change in leadership, therefore prior points of contact are no longer available. A subcommittee in SAC is currently reviewing 2018 patron branch library usage trends to determine if a recommendation to revise the service map in effect since 2011 should be revisited. The financial allocation model criteria which determines state and county funding to branch libraries is also under review. Tom pointed out that is why our 127K annual door count and “lives affected” should be germane for the receipt of government resources.</p>
<b>BOARD DEVELOPMENT</b>
<p>There was no report.</p>
<b>DEVELOPMENT/COMMUNICATONS</b>
<p>Jeff announced that the committee has a new meeting time, which is the second Wednesday of every month at Liberty Place.</p> <p>Jeff is slightly disappointed with the results of the Annual Appeal, which is only \$1K over last year. Veronica is rewriting our follow up mailing. The “On the Same Page” communication piece crafted by Veronica is not a once and done. Quarterly library updates will be provided to patrons.</p> <p>The Annual Report will be ready by mid-February. Veronica Chavez is writing this year’s edition.</p> <p>The Development committee is searching for a new venue for the Fall Fundraiser.</p> <p>The committee is exploring offering a Museum Pass Program, which is available at many libraries.</p> <p>In other news, the website is being redesigned. We need a WordPress based website.</p> <p>Lastly, Jeff is recommending a donor call initiative. This initiative would involve thank you calls to donors over \$250 of which there are at least 200. The names would be divided among Board members. A calling script will be provided. Potentially these calls could obtain leads for the capital campaign.</p>
<b>FINANCE</b>
<p>Bill is on vacation and had sent this report electronically prior to the Board meeting.</p>
<b>HOME AND GARDEN TOUR</b>
<p>Gail conveyed that the committee is working hard, however they are slightly discouraged by the response. At this time, six homes in the Borough of Kennett Square are committed, but they need four more. Of the homeowners they approached to be included on the tour, they received lots of declines. The committee is open to possibilities even expanding to homes in Kennett Township.</p> <p>Jeff reminded the Board that this event yielded \$40K last year making it a very important event for the Library. Gail is asking for the support and ideas of Trustees who may know a homeowner and possibly provide leverage in getting them to commit.</p>
<b>NBC COMMITTEE</b>

**Kennett Library  
Board Meeting Minutes**

<b>Agenda items</b>
Brad was happy to report that the committee has received the fourth and final update. It went down from \$15.9 million to \$15 million, which is our target.
<b>PERSONNEL</b>
Brenda announced that as of January 7 <sup>th</sup> , we have a new Board Member appointed by Kennett Borough Council. There were three excellent candidates. Dr. Shanyn Fiske wowed them with her passion for literacy, outstanding resume, and expertise in Victorian and Greek literature. She could not attend tonight's Board meeting because she was conducting a workshop. She will be at the February Board meeting. Tom emphasized how excellent that there were three quality candidates seeking to serve on the Board.
<b>STRATEGIC PLANNING</b>
Barbara Necarsulmer reported that our Strategic Plan draft will be sent to the County Library by January 16. There will be a two- week period for feedback. Cathy added that the Board will vote on this plan at the February Board meeting. Tom thanked Barbara and Cathy and the other committee members including Megan and Bill for their work and a superb job.
<b>FINAL THOUGHTS</b>
Karen ended by stating the very fact they we are starting a capital campaign shows how much we have accomplished.
The meeting was adjourned at 6:00 pm. The next board meeting will be held Tuesday, February 19, 2019 at the Unionville-Chadds Ford School District Office.

Respectfully submitted,

Margaret R. Egli  
Secretary