

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

**JULY 16, 2019 Board of Trustees**

☒ Karen Ammon ☒ Barbara Bolton ☒ Gail Bowden ☐ Chris Britt ☒ Margaret Egli ☒ Jim DiLuzio  
☐ Shanyn Fiske ☒ Victoria Gilrane ☒ Michael Guttman ☒ Chris Larsen ☒ Brenda Mercomes ☒  
Barbara Necarsulmer ☒ Loren Pearson ☒ Brad Peiper ☐ David Sleasman ☒ Thomas Swett ☒  
Collis Townsend ☒ Jeff Yetter

*15 present (18 Trustees)-Quorum achieved*

Guests: Megan Walters, Filomena Elliot, and Veronica Chavez

<b>Agenda items</b>
<p><b>OPENING OF MEETING/PUBLIC COMMENTS</b></p> <p>At 5:00 p.m. Tom Swett called the meeting to order. Tom asked for approval of the June Board meeting minutes. Barbara Bolton made a motion to approve, which was seconded by Brad Peiper, and unanimously passed.</p> <p>Tom introduced guest, Filomena Elliot, who announced that ALP will be holding a fundraiser – Better than Bacon at the Flash on August 8<sup>th</sup>. Filomena must sell sixty-five tickets. This should be a fun evening and it is a BYOB. Filomena also reported that Operation Warm is back in touch with ALP. On Saturday, November 9<sup>th</sup>, 150 coats will be distributed to ALP students and family at the Library. In addition, ALP will hold another fundraiser on September 4<sup>th</sup> at the Market at Liberty Place. Tom thanked Filomena for her efforts.</p>
<p><b>REPORT ON FALL FUNDRAISER BY VERONICA CHAVEZ</b></p> <p>Tom introduced Communications Director, Veronica Chavez, who gave a presentation regarding the third annual Fall Fundraiser to be held October 17<sup>th</sup> at the Stone Barn. Veronica passed out packets of information to all Board Members. The guest speaker will be Victoria Wyeth, which fits in nicely with this year's theme based on book Treasure Island – The Glory of the Sea. All Trustees were given sponsorship letters in order to solicit potential sponsors for this event. Included in the packet was the Kennett Library Annual Report for January 1 through December 31<sup>st</sup>, 2018 along with a Save the Date card for October 17<sup>th</sup>. Trustees were encouraged to drum up support by distributing these to local business owners. The sponsorship form included an email contact for Veronica for submission of logos and/or artwork to be used in the preparation of promotional materials.</p> <p>The question was posed regarding whether there would be a cash bar this year? Veronica informed us that this year beer and wine would be included in the \$150 suggested donation ticket. Victory Brewing and Braeloch Brewery have both been approached for donations.</p> <p>Tom thanked Veronica for an outstanding job.</p> <p>Jeff added that this year tickets will be sold in advance in an effort to streamline. The silent auction also will be streamlined by a new app.</p>
<p><b>DIRECTOR'S REPORT</b></p> <p>Megan passed out a report issued by the Institute of Museum and Library Services showing that the State of Pennsylvania ranks 45<sup>th</sup> in the nation regarding funding received from municipalities. Megan thanked the Trustees for the opportunity to attend the ALA conference. The next ALA conference will be online. Megan reported the summer is going well. The Library is collaborating with Upland with a Maker Camp which is being held at the school. Currently the program attendees are building bird houses for blue jays. Tom complimented Megan on her calm manner handling the plethora of programs that the Library is offering patrons.</p>
<p><b>ALP</b></p> <p>Brad began his report by referring to Filomena's earlier mention of the ALP fundraiser -Better than Bacon. Brad stated that currently ALP has received \$55K in funding and the Committee is awaiting funds</p>

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<p>from CCLS, Kennett Run, and the Mushroom Festival. Brad updated us on the productive meeting with the help of Paul Frederic with Philips Mushroom company regarding funding for ALP. Brad announced that La Comunidad Hispana will discontinue ESL, because they are focusing on healthcare. Brad advocated that this presents an opportunity for ALP to expand our outreach including helping with employment.</p>
<b>DEVELOPMENT/COMMUNICATIONS</b>
<p>Jeff recognized Veronica for providing Trustees with a proactive way to reach out to potential sponsors of our Fall Fundraiser. Jeff updated us on the Annual Appeal which has exceeded the previous year's proceeds by \$4,000. This Appeal yielded \$102K plus an additional \$5,000 designated for our Capital Campaign. Jeff informed Trustees that the Annual Appeal for 2019 will be mailed December 2019. Jeff was happy to report that the Library has been the beneficiary of \$385K from the Estate of Clayton Downs</p>
<b>FINANCE</b>
<p>Megan informed the Board that she and Tori Gilrane, Treasurer, will be meeting with Exton next week to review the Library's finances. The checks from municipalities continue to come in.</p> <p>The Library has received an Anonymous \$1 Million-dollar gift. The funds will be transferred to Vanguard. Tom acknowledged that this gift has no strings attached. Jeff added that this large gift will be motivating to other donors.</p>
<b>MOTION TO CLOSE REGULAR MEETING FOR EXECUTIVE SESSION</b>
<p>Tom made a motion to close the regular business meeting at 5:34 p.m., which was seconded by Brad, to hold an Executive Session to discuss real estate matters.</p>
<b>REOPENING OF REGULAR MEETING</b>
<p>The regular meeting was reopened by Tom Swett at 6:05 p.m.</p>
<b>CAPITAL CAMPAIGN</b>
<p>Tom reminded us that although we are in the silent phase of our Capital Campaign, we have received two large gifts. He is projected that by year end we should have attained between 50 to 60% of our fundraising goal. Brad added that as we solicit individual donations we will be asking for 100% Board participation. Brad continued that by August, Board members will be given a form to make a commitment. He asked that Trustees participate in a meaningful and significant manner by September.</p>
<b>TOWNSHIP REFERENDUMS</b>
<p>In keeping with our theme of momentum, Jeff informed us that the Townships will be approached regarding receptivity to tax referendums to support the Library's Capital Campaign. Pennsbury Township has already offered to take executive action to support us without a referendum. Some of the other Townships may prove to be more challenging.</p>
<b>ADJOURNMENT</b>
<p>Tom adjourned the meeting at 6:25 p.m. The next Board Meeting will be held Tuesday, August 20<sup>th</sup> at the Unionville School District Office on Unionville Road.</p>

Respectfully submitted,

Margaret R. Egli  
Secretary