

JUNE 18, 2019 Board of Trustees

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

11 present (17 Trustees)-Quorum achieved

Guests: Megan Walters and Bill Landmesser

Agenda items
OPENING OF MEETING/PUBLIC COMMENTS
At 5:00 p.m. Tom Swett called the meeting to order. Tom asked for approval of the May Board meeting minutes. Barbara Necarsulmer made a motion to approve, which was seconded by Gail Bowden, and unanimously passed.
MOTION TO CONFIRM VICTORIA GILRANE
Tom asked for a motion to confirm Victoria Gilrane as a Member at Large. Barbara Necarsulmer moved to confirm Victoria (Tori) Gilrane as a Member at Large. Barbara Bolton seconded the motion which passed unanimously.
MOTION TO APPROVE SECOND PART OF CARL FRANCIS PROPOSAL
Brad made a motion to approve the second part of the Carl Francis proposal. After a brief discussion, the decision was made to table this motion until after the NBC report.
DIRECTOR'S REPORT
Megan first talked about Story Corps. All participants showed up for the first session, which was held over the new Portobello Restaurant. Megan reported that she will be attending a Story Corps workshop. There is also an APP version which can be done via a phone. Megan shared that Story Corps is a really cool process. Megan mentioned that the Library collaborated with the Juneteenth Celebration on East Linden Street. Brenda will talk about this event in more detail. Megan announced that she will be attending the American Library Association convention starting on Thursday. She will be away until Monday. Summer programming has started at the Library.
ALP/SAC
Brad had three items to report. First, he had a meeting with Phillips Mushroom and was pleased with the great reception. Secondly, the Committee continues to focus on funding and at this time the revenue is just shy of \$55K, which includes the United Way Funds. Brad is projecting that ALP should attain \$80K in funding by year end. He is hoping to receive \$4,000 from the Mushroom Festival plus additional funds from CCRES. He announced a new fundraiser to be held on August 8 th at the Kennett Flash – “Better Than Bacon”. Filomena is selling tickets. The third point that Brad talked about was the collaborative initiative with La Comunidad. LCH is searching for a new Director after Alicia Jones left. LCH wants to concentrate more on their health care services, and less on their ESL. There may be a role for the ALP program to help. Brad reported that there was no update for SAC.
BOARD DEVELOPMENT
There was no report. Tom took the time to welcome new Member at Large, Victoria Gilrane, to the Board.

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DEVELOPMENT/COMMUNICATIONS
Megan reporting for Jeff, who is on vacation, stated that the Dev/Com committee met last Wednesday. The main topic was the Fall Fundraiser. The theme is Treasure Island and Victoria Wyeth is the special speaker. The event is scheduled at the Stone Barn on Thursday, October 17 th . Tom expressed gratitude that the committee has been expanded. Veronica Chavez met with Julie the graphic designer to discuss decorations for this event.
FINANCE
Megan, Library Director, reported that our accounts with CCLS are all doing well. She announced that she will be transferring \$10,000 from Bryn Mawr Trust to the ALP account. Tom asked Megan if she and Tori Gilrane will work together on the finances. Megan replied in the affirmative.
HOME AND GARDEN TOUR
Tom congratulated Gail Bowden, Committee Chair for the Tour, for a resounding success. Gail credited the success of the event to a team effort of enthusiastic volunteers. Gail was happy that this successful event was good for both local businesses and for Kennett Borough. Gail continued by stating that this will become a biannual event – the next Tour will be in 2021. The committee will entertain a family and kid event for 2020. She will keep the conversation going with the volunteers and build excitement. Gail is projecting that the Home and Garden Tour brought in around \$35.7K less printing expenses. Tom again thanked Gail and said that this event showcased the positive perception of the Library in our community.
Brenda added that this may be the beginning of the formation of Friends of the Library. She was impressed by the excellent volunteers and their great enthusiasm. She received positive feedback about the event from her neighbors on Magnolia.
Gail ended by saying that this event was fun and reinforced the connection and shared commitment between the community and the Board.
I/T REPORT
Chris Larsen advised us that we will be going into a dark mode. He is currently looking into E-tapestry and CRM. He will need to touch base with Megan regarding the Website. He wants to make sure that there is technology support for the different campaigns.
PERSONNEL
Brenda stated that there was no personnel report. She did however report on the success of the recent Juneteenth celebration. The Library participated and had a canopy with Study Buddy maps. Two Delaware Poet Laureates who happened to be twins made it a feel-good day.
FAIRMOUNT
Tom spent two hours with Emily McNair of Fairmount reviewing individuals, who might be potential donors. Tom also announced that in order to bolster our campaign we will be retaining a Development Aide. We are in the process of preparing a job description. Tom affirmed that he will be meeting with Emily on an ongoing basis. His main goal is for the campaign project to get underway.
Brad reminded the Board that we are still currently in the silent phase of the campaign. Additionally, we are working on tax referendums, which in most cases will need to be administered by the Townships. Township appointees will be sent an Excel list to complete regarding businesses in their respective municipalities. Brad mentioned that beside the support of individual donors and businesses, we need 100% participation from the Library Board.
MOTION TO CONFIRM VICTORIA GILRANE AS TREASURER

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Collis made a motion to confirm new Member at Large Trustee, Victoria Gilrane as the Treasurer. The motion was seconded by Barbara Necarsulmer and passed unanimously.
MOTION TO CLOSE REGULAR MEETING FOR EXECUTIVE SESSION
Tom made a motion to close the regular portion of the meeting in order to hold an Executive Session to discuss Real Estate matters. Barbara Bolton seconded the motion. The regular meeting was closed at 5:35 p.m.
EXECUTIVE SESSION
Brad conducted a discussion and overview of recent Real Estate matters.
PUBLIC MEETING REOPENED/MOTION TO APPROVE C. FRANCIS PROPOSAL
After the public meeting was reopened at 6:06 p.m., a motion was made by Collis Townsend to accept in principle the Envisian Proposal from Carl Francis to provide communication support to the Library. Collis framed the proposal as follows: “To accept in principle a fee of between \$25.6K to \$39.9K (which includes a \$5,000 retainer) proposal from Envisian to provide communication support to the Library in connection with a Real Estate project. This contract will be monitored and executed by the Executive Committee of the Library.” Barbara Necarsulmer seconded the motion, which was passed after additional discussion.
ADJOURNMENT
The meeting was adjourned at 6:27 p.m. The next Board meeting will be held on Tuesday, July 16, 2019 at the Church of the Advent.

Respectfully submitted,

Margaret R. Egli
Secretary