

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

**MARCH 19, 2019 Board of Trustees**

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

*15 present (18 Trustees)-Quorum achieved*

Guests: Megan Walters and Bill Landmesser

<b>Agenda items</b>
<b>OPENING OF MEETING/PUBLIC COMMENTS</b>
At 5:00 p.m. Tom Swett called the meeting to order. Tom asked for approval of the February 19, 2019 Board minutes. Cathy Elder made one correction. Cathy reported that February’s minutes identified Tina Ellor as a microbiologist. Tina Ellor is in fact a mycologist. The minutes were approved with this modification.
<b>KENNETT LIBRARY ABUSE PREVENTION POLICY</b>
Bill asked for a motion to adopt the Kennett Library Abuse Prevention Policy, which had been distributed to Board members prior to the meeting. A motion was put forward and unanimously passed.
<b>PERSONNEL</b>
Brenda gave her report first because she had to leave the meeting early. One-time pay bonuses are under consideration for the staff by the Personnel and Finance committees. Brenda clarified that our new Board member, Shanyn Fiske, was appointed by Kennett Borough Council, not by the Library Personnel committee. Megan mentioned that every member of the Library staff had reviewed their job description and she has received their feedback.
<b>DIRECTOR’S REPORT</b>
Megan announced that the Library conference room renovation is complete. Megan has been touring our member townships and giving reports on the Library’s activities. She continues to work with other Chester County libraries on an upcoming writer’s conference. FIG is featuring our Library as a “Placemaker” in the current issue. Megan also announced that the Library Company of Philadelphia will be looking over our collection for “archive quality” books. Tom commended Megan on her outreach to other Libraries and the continued growth of programs at the Kennett Library.
<b>ALP/SAC</b>
Brad announced that Filomena Elliot made a successful presentation for a \$50,000 grant for United Way of Southern Chester County. Brad mentioned that additional grant applications have been made, which include Dollar General and the Mushroom Festival. He is hoping to meet soon with To-Jo Mushrooms and to ask them to promote our ALP classes to their workers. On May 18 <sup>th</sup> at 2 p.m. at the Church of the Advent on N. Union Street, our Adult Literacy Program is holding a 40 <sup>th</sup> Anniversary Party. Invitations are being sent out soon to current and former volunteers and staff. Brad advised the Board that funding for Library programs has been lowered by nearly 30% since 2010 in the State of Pennsylvania. He recommended that we invite our local representatives, i.e. Andy Dinniman, Stephen Barrar, Christina Sappey and Rep. Killion to the Library to increase our visibility. Our funds are dependent on use of the Library by our service area.

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<b>Agenda items</b>
<b>BOARD DEVELOPMENT</b>
Karen will distribute information from CCLS for new Trustees to our new Board members.
<b>DEVELOPMENT/COMMUNICATIONS</b>
<p>Jeff shared that the 2019 Annual Appeal is a little bit behind the 2018 Appeal, but basically on par. Jeff announced that we have already begun to receive Capital Campaign donations. The 2019 Fall Fundraiser will be held at the Stone Barn and the speaker will be Victoria Wyeth. The theme will be “Treasure Island”. Trustees need to come up with Silent Auction items. Jeff suggested that these items have an emphasis on “experiences”.</p> <p>Our successful “On the Same Page” mailing will become a quarterly publication. The back page will list all of the Library programs. Jeff recommended that we develop a regular newspaper column featuring Library events. He also mentioned that after April 1<sup>st</sup>, Trustees will be asked to call and thank a small list of donors who gave over \$200 to the Annual Appeal.</p>
<b>FINANCE</b>
Bill reported that the final 2018 Financial Report will be coming out soon. Donations are increasing steadily. Bill said that while there were no Library financial surpluses during the years from 2010 through 2016, the years 2017 and 2018 had surpluses. The special fundraising events and the Annual Appeal have created a nice financial cushion. Bill ended by stating that we are anticipating a \$14K surplus for 2018, which shows that the Library continues to be financially strong.
<b>HOME AND GARDEN TOUR</b>
The Tour has finalized a list of 14 homes and gardens for the June 1 <sup>st</sup> event. Sponsors and advertising have been secured. The Program is in process and volunteers are being organized. The Kennett Library will be one of the stops. The committee hopes that the Board will participate again this year by meeting and greeting the public. Gail asked that Board members please remember to contribute two bottles of wine for the raffle baskets. The baskets make a fair amount of money. Wine can be brought to the next Board meeting or dropped off in Milly’s office.
<b>IT</b>
Chris announced that information regarding new technology will be distributed at the next Board meeting.
<b>NBC COMMITTEE</b>
<p>Jeff reported that the purchase of 124 S. Willow St. is complete. The acquisition of this property will add more parking and open space to our lot. A \$244K payment is due to the Borough of Kennett Square shortly. Jeff announced that the Library has applied for a \$5 million grant. We will know in April if we are a continuer for this grant.</p> <p>Jeff added that he, Bill and Megan presented an update to the Chester County Library Systems Board. This Board has a “yes” or “no” say over whether or not we build our new Kennett Library. We continue to look for funding streams for the building, and would like to get the donor ask down from \$12 million to \$8 million.</p>
<b>POLICY</b>
There was no report.

<b>STRATEGIC PLAN</b>
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Barbara said that the committee is identifying partnerships between the Library and other community organizations. A list of partnerships was distributed to the Board. Barbara and Cathy asked the Board to notify them of any additions that should be made to the list. Tom commended the partnership of Library staff and Board members in endeavors like Strategic Planning.

**ADJOURNMENT**

Tom closed the meeting at 6:00. The next meeting will be held Tuesday, April 16<sup>th</sup>, 2019 at 5:00 at the Unionville-Chadds Ford School District Office.

Gail Bowden, Acting Secretary

Margaret R. Egli  
Secretary