

KENNETT PUBLIC LIBRARY

216 East State Street • PO Box 730 • Kennett Square, PA 19348

MEETING MINUTES OF THE BOARD OF TRUSTEES

Tuesday, March 15, 2016

Board Members Present: Stan Allen, Karen Ammon, Jerry Brown, Betsy Del Vecchio, Bill McLachlan, Carolyn Mohr, Loren Pearson, Thomas C. Swett, Brenda Williams Mercomes, Jeff Yetter

Board Members Not Present: Chris Britt

Others Present: Donna Murray, Director; Dr. Barry Tomasetti, Superintendent of the Kennett Consolidated School District and candidate for the library board; Joseph Sherwood, Executive Director of the Chester County Library System; Bill Landmesser, Finance Committee; Filomena Elliott, Adult Literacy Program Manager; Maureen Snook, Development Officer; Members of the public and media

President Tom Swett called the meeting to order at 5 p.m. and welcomed Joseph Sherwood, Executive Director of the Chester County Library System. Joe reported that he tries to visit at least one board meeting per year for all the libraries in the system, and that it's always a pleasure to visit Kennett because of the great comments he hears about the staff.

There were no public comments.

Karen Ammon, chair of the Board Development Committee nominated Dr. Barry Tomasetti for the library board. Bill McLachlan seconded and the motion passed unanimously.

Barry said he is from New Garden Township and was anxious to help the library because the library has helped so many students from the school district. He has three sons, two who graduated from the school district, and one at Kennett High School.

On a motion by Betsy Del Vecchio and seconded by Karen, the minutes of the Feb. 16 meeting were approved unanimously.

Donna Murray reported that she is working with People's Light & Theatre in Malvern on programming around the theatre's production of "A Single Shard," based on the novel by Linda Sue Park. A Community Shred event is planned for April 23 in connection with the Borough Spring Clean-Up Day. Donna encouraged everyone to take a sponsorship packet for the Home & Garden Day Tour; and reported that all written staff and committee reports will be circulated to the board next week.

Tom added that he and/or Jeff Yetter will be attending all meetings of the Special Events Committee (third Tuesday at 1 p.m. at the library), that plans the Home & Garden Day Tour. He

stated that he and Jeff are inspired by the committee members' level of commitment to the library and that the committee is deserving of board support.

Tom also praised Filomena Elliot, Adult Literacy Program Manager, for her presentation to the United Way Allocations Panel, earlier in the day. Tom remarked that Filomena conducted herself with aplomb and he has high hopes the request will be successful. Bill added his congratulations to Filomena and reported that he observed great interest among the panel as they listened to Filomena's presentation. Bill said he feels very optimistic, and that we will get the official decision in May.

New Building Committee – Carolyn Mohr reported that the committee has met twice and she is very optimistic about the progress this committee can make. The focus has been on educating the committee, both about the exhaustive process that resulted in the selection of Lukmire, and also what are the next steps. Carolyn reported that Donna had circulated reports, charts and info about the 2011/12 selection process. Architect and committee member Jim Nelson has educated the committee about what to look for in an agreement with our architect. The committee will meet with Lukmire in April when Jim Nelson is available to participate.

Jeff reported that all eight municipalities and other organizations wrote letters of support for the Chester County Visioning Partner grant. Carl Francis of EnvisianStrategic worked with the board on the grant, and Kennett Township provided the grant writer and the matching funds. The grant is for a visioning process to determine what the community needs in a new library. Jeff expressed his optimism for the grant with so much support from the municipalities.

Tom reported that David Ward, Assistant Director of Chester County Planning, upon hearing the library was working with Carl Francis, said: "You've hired the best." Tom also reported that he and Jeff have met twice informally with Borough Manager Joe Scalise, and Tom expressed his enthusiasm for the exceedingly cordial relationship between the library and the Borough.

Communications and Marketing – Jeff reported that the Annual Report is progressing and the committee hopes to have it out in May, with mock-ups available by early April. He also reported that the library eBlast will soon have a new look and be sent on a consistent day and time each week, at the recommendation of Carl Francis. Jeff reminded all board members to bring to the library two bottles of wine or spirits for the Home & Garden Raffle. He urged everyone to volunteer for a morning or afternoon shift for the June 4 Tour. Also, he has introduced the committee to a new, local, printer; and volunteered Bill as the graphic designer for next year's materials. He reported that Exelon Generation supports the Tour as a \$7500 sponsor.

Tom added that he and Jeff met with David Tillman at Exelon, and learned that he would be supportive if the library put in a larger grant to the main office in Chicago. Tom also reported from his conversation with David Ward that resources are available at the state level. Joe Sherwood confirmed that there are state grants available.

Finance – Bill handed out a financial summary and reported the library has the cash to take us through March and into April. He will watch the figures closely to determine if we need to move money from investments into the operating accounts. Jeff asked about the outlook for the year

and Bill replied that there is a hole of \$75,000 in the budget and that money to cover the deficit needs to be found if we don't want to move money from the investment fund. Bill remarked that the library is lucky to have the investment account because of the work of past boards, and that it is the responsibility of the current board to protect those assets. He reported that the Finance Committee will analyze the investment policy.

Tom reported that a letter is scheduled to be sent early next week inviting community members to an April 5 process update meeting (to be changed to April 12) regarding the library name. Included on the list are the names from the summer Feasibility Study process, municipal officials and the Historic Kennett Square board. Tom stated that the Executive Committee meets weekly with Carl Francis, and also clarified that the meetings will be updates on the process and not focus group meetings.

There were questions from board members about the slides that will be shown at the process update meetings and their understanding that board members would see the slides before the update meetings. Tom responded that the schedule will be changed so that board members can see the slides before they are shown to the public. He also reported he and Carl Francis will try to schedule meetings with New Garden Township Manager Tony Scheivert and Pennsbury Supervisor Wendell Fenton.

Tom pointed out that agendas will highlight items requiring a vote by an asterisk. He also stated that items requiring a vote should be introduced at one meeting, then voted on at the next meeting.

On a motion by Bill, seconded by Jeff, and approved unanimously, the meeting adjourned at 5:45.

MINUTES APPROVED April 19, 2016