

**May 19, 2020 Board of Trustees**

✗ Karen Ammon ✓ Barbara Bolton ✓ Gail Bowden ✗ Chris Britt ✓ Todd Bruce ✓ RuthAnn Deveney ✓ Margaret Egli ✓ Jim DiLuzio ✓ Victoria Gilrane ✓ Michael Guttman ✓ Chris Larsen ✓ Will Majarian ✓ Brenda Mercomes ✓ Barbara Necarsulmer ✓ Loren Pearson ✓ Brad Peiper ✓ David Sleasman ✓ Thomas Swett ✓ Collis Townsend ✓ Jeff Yetter

*18 present (20 Trustees)-Quorum achieved*

Guests: Megan Walters, Mary Hutchins

<b>Agenda items</b>
<b>OPENING OF MEETING/PUBLIC COMMENTS</b>
Mary Hutchins showed a video that the Library staff made about what they miss most about the Library. The video will be shared with all of the Library’s constituencies.
<b>PRESIDENT’S COMMENTS</b>
Jeff thanked the staff who continue to work diligently to ensure that patrons continue to have access to library materials and programs.
<b>MOTION TO APPROVE THE APRIL BOARD MINUTES</b>
<b>Tom moved to approve the April minutes. Margaret seconded. The motion passed.</b>
<b>DIRECTOR’S REPORT</b>
The library has put out over 130 bags of books over the past few weeks. Also put out a “stick” library for our canine friends. The seed library was out but the seed supply has now been exhausted; we hope to be able to do this again in the future. Continue to introduce new virtual programs. Establish a library “chat” for reference services. Staff is working on a re-opening plan. Draft plan highlights: limited to closed stacks (no access beyond circulation desk), curbside/in-library pick-up, virtual programs will continue, staff working in shifts.
<b>COMMITTEE REPORTS</b>

**Kennett Library  
Board Meeting Minutes**

**Agenda items**

**Finance** (Tori): Committee has been updating the investment policy since moving to a new investment advisor (Cypress). Current strategy is 40/60 (stocks/bonds), Cypress wants us to move eventually to 60/40. Jeff: current 40/60 will not generate enough growth and income to support library operations (which will be needed for the new building). 60/40 still fairly conservative, and account will be actively managed and rebalanced. **Motion by Tori: to approved the new investment policy. Seconded by Tom. Motion passed.**

**New Building** (Brad): Project spend is on target so far. Two months have been added to the design/development timeline to accommodate board review and decision on moving to next phase (construction drawings). Land development activities continue to be on the critical path to meeting anticipated construction start in 1Q2021. Latest building exterior design was displayed and discussed. Regarding HVAC, geothermal deemed not an option due to lack of space for required wells. Solar investigation will now resume. Borough council will be voting tonight on whether to extend parking envelope that will satisfy the library’s statutory requirements. Perc and geological testing is needed. Initial quote is about \$7880. We are pursuing a second quote. **Brad moves to approve spend for required testing not to exceed \$7880. Seconded by Will. Motion passed.**

**Capital Campaign** (Collis): Important decision ahead at the end of design/development regarding whether we can afford (i.e., can we raise the funds for) the current design. Capital Campaign will be producing a periodic newsletter; Mary is coordinating. RuthAnn is featured in the Capital Campaign newsletter in a Trustee Interview. Will be reviewing municipal and state funding. Campaign advisor (Staneks) labeled our current posture as an “aggressive delay”.

**Personnel** (Brenda): Megan’s evaluation was completed and was very favorable.

**ALP** (Brad): Many classes were cancelled due to COVID-19. Staff has been investigating whether classes can continue via Zoom. They got a very positive response from participants and will be piloting two classes this week. ALP will also look into Zoom-based tutoring sessions. Regarding funding, United Way will contribute \$34k. YTD commitments to ALP are just under \$46k. Brad is seeking new chair for ALP. Interested board members are asked to contact Brad.

**DevCom** (Jeff): Annual appeal currently at \$104k (last year’s total was \$110k). Every township is on target with their annual contribution. Have received \$303k so far. New web site is a work in progress; probably still six weeks away.

**Special Events** (Gail): officially transformed into Friends of Kennett Library. Has exec committee and a founding board. Home and Garden tour for June of 2021 is uncertain right now. Anticipating a membership campaign in the near future.

**OTHER BUSINESS**

No monthly financial report is available due to inability to get data from CCLS. Tori will provide a quarterly report to the Board.

**ADJOURNMENT**

**Motion to adjourn by Barbara, seconded by Michael. Motion passed and the meeting adjourned at 6:15 PM.**

Respectfully submitted,



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

William R. Majarian, Secretary