

KENNETT PUBLIC LIBRARY

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

MEETING MINUTES OF THE BOARD OF TRUSTEES ANNUAL REORGANIZATION MEETING Tuesday, January 19, 2016

Board Members Present: Stan Allen, Karen Ammon, Chris Britt, Jerry Brown, Betsy Del Vecchio, Susan Mackey-Kallis, Tom Swett, Jeff Yetter

Board Members Not Present: Bill McLachlan (proxy held by Jeff Yetter), Carolyn Mohr (proxy held by Karen Ammon)

Others Present: Donna Murray, Director; Filomena Elliott, Adult Literacy Program Manager; Maureen Snook, Development Officer; Members of the public

Susan called the meeting to order at 7:02 p.m.

Public Comments: Tiffany Volovich from the Special Events Committee spoke about the Home & Garden Day Tour that has supported children's programming at the library since 1990. She appealed to the board for support for the committee and its event.

Susan reported that former chair of the Board Development Committee (who had resigned earlier on Tuesday) Doug Thompson would not recommend a slate of officers as his committee was unable to agree on nominations. After a question about procedure – does the board vote for each officer individually, or on a full slate – Stan made a motion (seconded by Jerry) to nominate:

- Tom Swett as President
- Jeff Yetter as Vice President
- Bill McLachlan as Secretary / Treasurer

There was some discussion about the workload for one person to hold both secretary and treasurer responsibilities. Karen reported that Donna is willing to take board minutes, one major responsibility for the secretary.

The board voted in the new slate of officers:

- 8 in favor
- 0 opposed
- 1 abstention (Susan)

Susan gave her outgoing-president's remarks (attached), highlighting the accomplishments of the past year and thanking her fellow board members and the staff for their work.

Karen thanked Susan for her leadership the past year.

On a motion by Karen, seconded by Jeff, and approved unanimously the Annual Reorganization Meeting adjourned at 7:28 p.m.

REGULAR MEETING OF THE BOARD OF TRUSTEES

Board Members Present: Stan Allen, Karen Ammon, Chris Britt, Jerry Brown, Betsy Del Vecchio, Tom Swett, Jeff Yetter

Board Members Not Present: Bill McLachlan (proxy held by Jeff Yetter), Carolyn Mohr (proxy held by Karen Ammon)

Others Present: Donna Murray, Director; Filomena Elliott, Adult Literacy Program Manager; Maureen Snook, Development Officer; Members of the public

Newly elected President Tom Swett called the meeting to order at 7:30 p.m. He thanked Susan for her work the past year and said it is a pleasure and a privilege to be on the library board once again.

He started the meeting with two announcements:

- He would like to change the meeting times to 5 p.m.
- He proposed an off-campus retreat at Liberty Place to review long-range plans
 - Saturday, Feb. 27 at 8:30 a.m.
 - Saturday, March 5 at 8:30 a.m.

On a motion by Betsy and seconded by Jeff, the board voted unanimously to approve the consent agenda.

Financial Report: Jeff reported that with previous treasurer Joan Weber having resigned her position, and current treasurer Bill McLachlan in Mexico, the financial reports and a final budget proposal will be submitted to the full board for approval by the end of the month. Tom asked about an email vote and the general response indicated that all are comfortable with an email vote to be ratified at the February meeting.

Donna gave the Director's Report (attached), which included an appeal to trustees to indicate what kind of information they want from the staff to consider themselves well informed about the library. Jeff suggested the library staff be more proactive about getting the word out about how the library serves the community.

Tom welcomed new board member Betsy Del Vecchio, appointed by Pennsbury Township. Betsy reported that both she and her husband are super-users of the library and had been Adult Literacy Program tutors for years. She stressed her personal goal of ensuring that the new library will be fully handicap-accessible.

Committee Reports:

DMA (Development, Marketing, Advocacy) – Karen reported:

- Annual Appeal has brought in \$32,000 to date
- We need to appoint a board liaison to the Special Events Committee

- She had spoken to Collis Townsend about the Task Force, but there were no updates
- The committee recommends more research on hiring a communications / fund-raising firm
- Karen & Donna will attend the Pocopson Supervisors Meeting next week
- Library board appointees are needed from a number of municipalities, including Pocopson, New Garden and West Marlborough

Personnel Committee – Karen reported that she will get Jeff (new chair of Personnel) Donna's goals for 2015, and that Donna needs to get Jeff her self-evaluation.

NBC (New Building) Committee – Jeff reported that much is going on, however there is no rush. The committee has identified property in the Borough for a new library and is moving ahead on due diligence on the site. The committee is working with John Cacciola (owner's rep) and Joe Riper (legal counsel) on a contract with Lukmire (architect).

In his closing remarks, Tom said he considers it an honor to again be in charge of the library board. He said the library is blessed with dynamic staff and located at the epicenter of a forward thinking and culturally rich and diverse community of 44,000 people. The stage is set for the library to move forward, conscious of the area's rich heritage and the key role the library plays in the community.

On a motion by Karen, seconded by Stan and approved unanimously, the meeting adjourned at 7:59 p.m.