

**April 20, 2021 Board of Trustees**

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

*15 present (20 Trustees)-Quorum achieved*

Guests: Megan Walters, Mary Hutchins

<b>Agenda items</b>
<b>OPENING OF MEETING/PUBLIC COMMENTS</b>
None.
<b>PRESIDENT’S COMMENTS</b>
Lots happening on the new building. Annual appeal currently at \$119,897. We raised \$120k all of last year.
<b>MOTION TO APPROVE THE MARCH BOARD MINUTES</b>
Jim moved to approve. Brenda seconded. Motion passed.
<b>DIRECTOR’S REPORT</b>
Apologies for not getting report out in time for the meeting. March physical circulation surpassed that of March of 2019 (and 2020). Door count up, but participation in programs down a little. Planning for some outdoor programming, but stage in Anson B. Nixon park not available. Summer program planning well underway. Chester County Library system decided that materials no longer need to be quarantined.
<b>COMMITTEE REPORTS</b>

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

**Agenda items**

**Finance** (Tori): Tori discussed the quarterly report. As of end of March, \$350k in operating cash. Capital Campaign \$2.4m, Investments + endowment \$2.9m. Revenues at 29% of budget, expenses 23% of budget. Capital Campaign: \$450k in donations in 1Q; payments out \$140k in 1Q. Investment income about \$120k in Q1. Tori will send copies of quarterly report to Board members. PPP loan forgiveness docs submitted.

**New Building** (Brad): Near term timeline and critical milestone were discussed. Start of site work planned for late July/early August. Building construction expected to begin in October. Expect from EDiS 1) updated cost estimate at the end of April, 2) site work Guaranteed Maximum Price in July, and 3) building Guaranteed Maximum Price in September. Land Development Plan has received approval from Kennett Planning Commission (with some tasks remaining to be completed). Expecting Borough Council approval in May. Willow Street demolition to begin on May 1. State Street sewer connection work to take place in June. Building permit application submitted at beginning of April; review and approval could take up to 6 months. Critical BOT decision point in July, when expect to have 75% Capital Campaign funds committed: Board will be asked for approval of site work spend (probably about \$1m). Second approval point, authorizing building spend, planned for September. Brad moves **that Library Board authorize funding for \$323,850 to support near term Owner's Costs to be incurred as we approach the "Construction Start" for our New Library Project.** Jim seconded the motion. Motion passed unanimously.

**Capital Campaign** (Collis & Mary): "Hard" pledge number now just over \$10m, with another \$750k in "soft" pledges. 75% decision point is about \$14m. Longwood Foundation grant proposal is in and under consideration, expecting decision by the end of May. Next cabinet meeting is May 6. Branding overview and issue: Kennett Library v. Kennett Library & Resource Center v. Kennett Library & Donor X Resource Center. Chris L, Loren, Jim and Jeff volunteered to work with Collis and others to develop a recommendation regarding signage and branding.

**Personnel** (Brenda): Nothing to report.

**DevCom** (Mary): Nothing to report.

**Friends** (Gail): Planning to launch Shop & Dine fundraiser on May 15. Will use sponsor money to purchase gift certificates from local restaurants and shops. Raffle drawing will occur every day in July. Tickets will be sold at the library and in the community. Gail will be sending each Trustee 20 tickets that will hopefully be sold.

**ADJOURNMENT**

Motion to adjourn made by Jim, and seconded by Chris. Motion passed and the meeting adjourned at 6:12 PM.

Respectfully submitted,  
William R. Majarian, Secretary