

***July 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 ✓ Will Majarian ✓ Brenda Mercomes ✓ Barbara Necarsulmer ✓ Loren Pearson ✓ Brad Peiper ✓ David Sleasman ✓ Thomas Swett ✓ Collis Townsend ✓ Jeff Yetter

*19 present (19 Trustees)-Quorum achieved*

Guests: Megan Walters, Mary Hutchins, Filomena Elliott

<b>Agenda items</b>
<b>OPENING OF MEETING/PUBLIC COMMENTS</b>
Meeting was commenced at 5:05 PM. There were no public comments.
<b>PRESIDENT’S COMMENTS</b>
Once again, it has been a very busy month.
<b>MOTION TO APPROVE THE JUNE BOARD MINUTES</b>
Motion to approve by Brenda, seconded by Margaret. Motion passed.
<b>DIRECTOR’S REPORT</b>
Megan’s last day will be August 27. Door count continues to increase. Several small programs are beginning to happen in the library. Some programs have been taking place in Nixon Park. As of August 1, we will no longer charge for DVDs.
<b>COMMITTEE REPORTS</b>

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

**Agenda items**

**Finance (Tori):** \$425k in operating cash. 58% of annual budgeted income has been received. Most townships are up to date in their contributions. 70% of donation budget is already in. Expenses are 45% of expected for this time of year. \$3.2m in Capital Campaign fund. Spent \$403k, mostly architectural expenses for the new building. Reserve account is \$2.6m, about \$300k in endowment, adding up to about \$3m in investments.

**New Building (Brad):** Start of site work has been delayed by 6 weeks due to change in plan for sewer connection. Building permit approval expected in August. Value engineering still ongoing to reduce project cost from \$20.9m to \$20.5m. RACP (\$1m) and Chester County (\$250k) grants may not be available due to state and county requirements regarding use of prevailing wage (RACP) and use to support infrastructure (CC). Other Chester County funding possibilities will be explored. Project management process was discussed. Although BOT authorizes proceeding through project phases, details such as contractor selection are reviewed and decided at weekly Design Team (Brad, Loren, Will, Jeff, Megan and Rob Fenza) meetings. Others are welcomed to join but need to appreciate the time and effort that will be required. Next key Board approval will be Site Work Guaranteed Maximum Price, which will come up for decision in September. Brad moved that **given the symbolic importance of the upcoming August 12 Groundbreaking Ceremony for the new Kennett Library, that the Library Board affirms its support of the design and cost budget (\$20.5m) and commitment to manage the project to a successful completion.** The motion was seconded by Margaret. The motion passed unanimously.

**Capital Campaign (Collis & Mary):** Major donor community will be at the groundbreaking on August 12. While we have not achieved the 75% fundraising goal, the campaign is in great shape to be successfully completed. On August 5th, Jeff and Paul Redman will be making a presentation to the Longwood Rotary club.

**Personnel (Brenda):** Director job description has been prepared and is being reviewed by Joe Sherwood. It will be shared with the BOT shortly. We hope to have new Director in place by mid-October. Search committee has been formed: Jeff, Margaret, Loren, Ruth Ann, Michael, Jim, Brenda, Leah Reynolds (KACS) and Carrie Freeman (UWSCC).

**ALP (David):** Filomena continues to update the website. She also recently taught an ESL class, and participated in digital literacy meeting. Fall classes will begin August 31 by Zoom. Filomena met with UWSCC development director for brainstorming educational activities and opportunities.

**DevCom (Mary):** No report.

**Friends of the Library (Gail):** Shop 'n Dine has been successful. Ticket sales have been \$20,651 through June 30. Has been good for recruiting new sponsors and reconnecting with old sponsors, and has supported 60 local businesses and restaurants.

**OTHER BUSINESS**

None.

**ADJOURNMENT**

Motion to adjourn by Will, seconded by Brad. Motion passed and meeting adjourned at 6:25 PM.

Respectfully submitted,



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

William R. Majarian, Secretary