

September 21, 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

15 present (19 Trustees)-Quorum achieved

Guests: Amanda Murphy, Mary Hutchins

Agenda items
OPENING OF MEETING/PUBLIC COMMENTS
The meeting opened at 5:01 AM. Amanda introduced herself to Board.
PRESIDENT'S COMMENTS
None
MOTION TO APPROVE THE AUGUST BOARD MINUTES
Motion by Brenda, seconded by Michael. Motion passed unanimously.
DIRECTOR'S REPORT
Report was sent to the trustees just before the meeting. Circulation is above even 2018 (pre-COVID). Door count still low due to COVID. There have been no comments, positive or negative, regarding the library's current mask policy.
COMMITTEE REPORTS

Kennett Library
Board Meeting Minutes

Agenda items

Finance (Tori): CCLS has not completed this month's entries but amounts should be approximately the following: \$410k operating cash; revenues in September were insignificant. September expenses were \$75K. \$3.8m Capital Campaign account. \$380k in endowment account, \$2.7m in reserve account.

New Building (Brad and Loren): Total project cost expected to be \$20.5m, construction cost expected to be \$15.5m. Off-site projects (e.g., neighbor sewer and water supply) will begin shortly. Several approvals still needed from KSQ borough council; likely at their next meeting in October. Construction bidding will be in three packages: site excavation, steel and concrete, and vertical building. Expect construction manager to provide their recommendation and guaranteed maximum price for site excavation. Library review and decision will occur between now and Sept. 30. Decisions on steel and concrete and vertical building will be needed by November 1 and December 1, respectively. Preliminary view on site bids: one bid \$400k over, another \$100k, and the third \$100k under the target. New numbers expected based on prevailing wage due to our acceptance of RACP monies. Collis asked that this discussion serve as required notice under the bylaws for future email vote on acceptance of site work bid.

Capital Campaign (Collis and Mary): Continue to build list of significant donors, including recent grant of \$250k from Longwood Gardens (separate from Longwood Foundation). About to begin the public campaign. A newsletter will be coming soon, and trustees are encouraged to share it with others. Major donor dinner will be postponed. Wine tasting event expected in January or February. Benefit concert still being considered for next spring.

Personnel (Brenda): 15 applications for Director position received, 5 interviewed. One candidate visited the library last week for in-person interviews and meetings, including with the staff and Joe Sherwood from CCLS. **Brenda moves that we hire Chris Manna as Library Director.** Seconded by Margaret. He could begin on or about November 1. The motion passed unanimously. Jeff thanked Brenda and the committee for their great work. The BOT and Amanda is asked to maintain this in confidence until a background check is conducted and a formal offer letter prepared, sent and accepted.

ALP (David): Fall adult literacy on-line classes have begun. Filomena and Amanda represented the library at Kennett High School open house.

DevCom (Mary): No report.

Friends of the Library (Gail): Focusing on building membership. Developing a semi-annual newsletter for members. Beginning to work on next year's shop and dine event.

OTHER BUSINESS

None

ADJOURNMENT

Motion to adjourn made by Margaret, seconded by Gail. The motion passed and the meeting adjourned at 6:22 PM.

Respectfully submitted,
William R. Majarian, Secretary