

**December 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 ✗ Leah Reynolds ✓ David Sleasman ✓ Thomas Swett ✓ Collis Townsend ✓ Jeff Yetter

*17 present (20 Trustees)-Quorum achieved*

Guests: Megan Walters, Chris Manna, Amanda Murphy, Laura Florence

<b>Agenda items</b>
<b>OPENING OF MEETING/PUBLIC COMMENTS</b>
The meeting opened at 5:00 pm.
<b>PRESIDENT’S COMMENTS</b>
WSFS has already approved the \$7m construction line of credit. Jeff thanked Jim Diluzio for his time on the Board over the last 6 years.
<b>MOTION TO APPROVE THE NOVEMBER AND SPECIAL BOARD MINUTES</b>
Motion to approve the minutes was made by Barbara F, seconded by David. The motion passed.
<b>DIRECTOR’S REPORT</b>
Chris: Self checkout coming to the library. Chris presented his vision for the library going forward.
<b>COMMITTEE REPORTS</b>

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

**Agenda items**

**Finance (Tori):** Budget presentation. We will be receiving more state and county aid in 2022. No real change to income from municipalities. Projecting about \$120k in donations towards library operations. Lowered literacy donations for 2022, but kept grants about the same as 2021. Have included a fall fundraiser. Other sources of income remain about the same. 2021 revenue expectation: \$978,483. Notable on the expense side: wages up (including fringe), 13.5% of budget will go towards library materials, programming about the same as 2021, building maintenance about \$40k based on 2021 experience. 2022 expense expectation 954,855. Therefore expecting about \$23,600 surplus (revenue over expense) in 2022; 2021 surplus expected to be about \$90,000. Micheal moves **that the Board of Trustees approve the library's operating budget as presented for the 2022 calendar year.** Barbara F seconded. The motion passed.

**New Building (Brad):** Construction equipment is on site and construction has begun. Current timeline takes finish of construction to March of 2023. Move in will occur in the spring of 2023. GMP update: contract executed with a GMP of \$21.1m. Significant points of negotiation: bonding the project, no cost escalation beyond the agreed amount, agreement around acceptable use of construction contingency funds. Budget outlook now appears to be \$21.5m, but this includes contingencies (construction and owners). Building Committee still expects project to come in at or under \$21.1m. From a cash flow perspective, first credit draw will occur in summer of 2022, maximum credit needed in 2Q23 (about \$7m). Break-even expected by 3Q25. Library awarded RACP#3 for up to \$1.9m. Due to restrictions put on these monies by the granting agency, we may be unable to make use of the total amount.

**Capital Campaign (Collis & Mary):** Now \$13.9m in hard contributions, including several recent significant contributions. Major donor dinner now set for March 15th. Year end letter to donors will go out soon.

**Personnel (Brenda):** Chris spoke at KSQ borough council meeting on December 6. This was well received. Executive Committee approved \$2500 to help Chris with his moving expenses.

**ALP (David):** 88 active tutors serving about 118 people. Citizenship classes on break until the new year; will continue virtually. Several GED students need only to pass one more section for their diplomas. Digital literacy meetings and trainings continue for Filomena and Lupe. Operation Warm distributed over 200 coats to ALP families. 141 bottles of cooking oil and \$200 in cash donations was contributed to KACS.

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

**Friends of the Library (Gail):** Working on membership. Newsletter, Christmas card went out. Planning an event to meet Chris in January, but it dependent on the COVID situation.

**ADJOURNMENT**

Jim moved to adjourn. Seconded by Loren. Motion passed and meeting adjourned at 6:12 PM.

Respectfully submitted,  
William R. Majarian, Secretary