

**Kennett Library
Board Meeting Minutes**

August 16, 2022 Board of Trustees

✓ Barbara Bolton ✓ Gail Bowden ✓ Chris Britt ✓ Todd Bruce ✓ RuthAnn Deveney ✓ Margaret Egli ✗ Barbara Forney ✓ Dan Gannon ✓ Michael Guttman ✓ Will Majarian ✓ Brenda Mercomes ✓ Claire Murray ✓ Barbara Necarsulmer ✓ Loren Pearson ✓ Brad Peiper ✓ Leah Reynolds ✓ Lee Sausen ✗ Thomas Swett ✓ Collis Townsend ✓ Jeff Yetter

18 present (20 Trustees)-Quorum achieved

Guests: Chris Manna, Filomena Elliott, Amanda Murphy, Joe Riper, Mary Hutchins

Agenda items
OPENING OF MEETING/PUBLIC COMMENTS
Jeff opened the meeting at 5:01 PM. There were no public comments.
PRESIDENT’S COMMENTS
Jeff called for an executive session with just the Trustees and Chris and the library’s attorney, Joe Riper. Following this discussion, a second executive session was called with Trustees
MOTION TO APPROVE THE JULY BOARD MINUTES
Motion to approved the July minutes made by Barbara B, and seconded by Brad. The motion passed.
DIRECTOR’S REPORT
On line document storage capability is live. Amanda can provide access for Trustees. Draft policies will be rewritten based on feedback from the EC. Chris presented a new building staffing proposal that would staff the library 7 days per week. Current staffing cost is \$510k; proposal would raise this to \$654.4k, not including fringe benefits. This increase is actually less than forecast at the beginning of the building process in 2018. Board approval, and then CCLS approval would be required. Need to be sensitive to benefit costs which are predicted to increase next year. Chris is seeking the BOT’s approval to post for hiring a maker space person. Jeff moves that the BOT approval Chris’s request to post for hiring a maker space person for an annual salary of between \$40 and \$50k. Brad seconded the motion, and the motion passed. A chart regarding state/county funding formula was provided; these monies currently only cover approximately 25% of our budget. Also, the funding can only vary +/-5% year over year, and building and operating a new (larger) building does not necessarily entitle us to a larger increase. Initial survey results are in: public is extremely satisfied, but awareness of programs is lower than desired.
COMMITTEE REPORTS

Agenda items

Executive (Jeff): No report.

Personnel (Brenda): The personnel committee has recommended raising Chris's salary by a fixed amount, effective September 1. Chris will also be eligible for the usual annual increase at the end of the year. The Executive Committee discussed this proposal in prior EC meetings, and agreed. Several trustees suggested that a larger increase should be considered, and that others ways be found to acknowledge and reward Chris's value to the library. **Motion: Brad moved that Chris's annual salary be increased by \$7000, effective immediately. Seconded by Leah. The motion passed unanimously.**

Finance (Lee): Q2 report discussed. Income and expenses are on track. **Lee moved to approve the quarterly report. Seconded by Barbara N. Motion passed.** Lee then discussed July results.

New Building (Brad): All heavy steel work is completed. Substantial completion date still March 23, 2023. Budget outlook has not changed.

Capital Campaign (Collis & Mary): Crab fest Aug 27, Sept 13 Patti Labelle, Sept 20 Longwood dinner, Sept 25 Inverbrook Farm family picnic. Chris playing more active role in the campaign, with a goal to wind down by the end of the year. Closeout for Labelle concert sponsors is this Friday; currently 8 sponsors and 7 more in progress, and half of tickets sold.

DevCom (Jeff): Arts festival Oct 15 and 16 currently has about 80 artists signed up.

Communications (RuthAnn): RuthAnn echoed Chris's compliments of Amanda in terms of library communications, especially in terms of consistency and keeping our channels current. We are planning on a needs assessment to identify strengths and areas of improvement, and our next big messaging milestone will be the arts festival. Please let me know if I can provide additional detail offline.

Friends (Gail): Gail moved that Jeff appoint the Friends of the Kennett Library as committee of the Board. Seconded by Brad. The motion passed.

OTHER BUSINESS



Kennett Library
Board Meeting Minutes

Agenda items
<p>Jeff discussed the following resolution of the board: Resolved:</p> <ul style="list-style-type: none">• That the Kennett Library has committed up to \$4.7 million for the new Kennett Library (Chester Co.) project, which is held in WSFS Bank account (last 4 digits 5885). The account will be used to provide the match funds and the interim financing, until receipt of the \$3.9M RACP grant; and• That all payments will come from the WSFS Bank account (last 4 digits 5885). <p>Barbara B moved that the resolution be adopted by the Board. Seconded by Margaret. The motion passed.</p>
ADJOURNMENT

Respectfully submitted,
William R. Majarian, Secretary