

September 27, 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 ✓ Corinne Sweeney ✓ Collis Townsend ✓ Jeff Yetter

17 present (20 Trustees)-Quorum achieved

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

Agenda items
OPENING OF MEETING/PUBLIC COMMENTS
The meeting opened at 5:01 PM. There were no public comments.
PRESIDENT’S COMMENTS
It has been a very busy month. Jeff also reviewed the outstanding grant applications. Of the \$4m outstanding, expect at best to achieve \$2m. New trustee Corinne Sweeny has been appointed by East Marlborough Township, replacing Tom Swett. The Board welcomed Corinne.
MOTION TO APPROVE THE AUGUST BOARD MINUTES
Motion to approve the August minutes made by Barbara N, seconded by Barbara B. The motion passed.
DIRECTOR’S REPORT
Chris: Google Workspace has run into some technical delays. Hopefully it will be up and running next month. Policies returned from legal review. Chris will distribute to trustees for review. First site visit to new building for trustees will be October 18th at TBD before the BOT meeting. Filomena: Now at 11 ALP classes weekly. Also teaching a pilot program to 33 Guatemalans who speak only their native indigenous language. Leah shared that KACS has seen an uptick in the number of migrants arriving by bus from other states, including unaccompanied minors. Amanda: Presented a Social Media Plan on behalf of the Communications Committee. Current platforms are Facebook and Instagram. Amanda discussed the analytical tools available.
COMMITTEE REPORTS

Agenda items

Executive (Jeff): EC seeks approval to establish a subcommittee to begin the process of selling the existing library building. **Barbara B moves to establish and authorize a subcommittee according to the following resolution:**

The Sale of Library sub-committee is hereby authorized to begin the process of selling the current library. This would include the preparation and distribution of the RFP, interviewing prospective brokerages and making a recommendation as to whom to select as Listing Agent. The sub-committee is further authorized to review any offers received and make recommendations for acceptance to the Board, upon review by counsel.

The motion was seconded by Barbara F. The motion passed.

Finance (Lee): Lee discussed the finances as of the end of August. Operating revenues and expenses are in line with budget expectations. Investments are down (unrealized) due to bear market conditions. Time to look closely at capital project cash flow. Once we begin to draw on WSFS LOC, financial picture will look negative as liabilities build.

New Building (Brad): Property line issue has been resolved at no cost to the Library. Project schedule is unchanged: expecting building occupancy on May 12, 2023. Walkthrough for the BOT will be arranged for prior to the next BOT meeting. Still on budget. Very little spent against contingencies thus far. Chris B asked whether liability insurance for the new building has been estimated. Longly (our insurance broker) has been apprised of the size and scope of the new building; at this time, no concerns have been raised.

Capital Campaign (Collis & Mary): Patti LaBelle concert was successful. Thanks to all involved. Garden party at Clayton Bright's house was well attended. Longwood dinner was a success, focusing on the "next generation". Task remaining is to follow up with potential donors. As of this afternoon, Capital Campaign account was at \$15.93m.

Personnel (Brenda): Nothing to report.

Agenda items
COMMITTEE REPORTS (cont)
<p>Communications (RuthAnn via email):</p> <ul style="list-style-type: none"> • The communications plan for the Arts Festival is well underway as we draw nearer to the event. Amanda reports that tagging participating artists in social media posts has led to good traffic toward the event, and excitement is building! • Projecting out to the end of the calendar year, the committee looks forward to collaborating on and supporting the numerous outgoing communications that coincide with this time of year, including the annual appeal, any development requests, or capital campaign news. If there are additional items from the Board for us to be aware of, please let us know. • We aim to carry out a needs assessment of our communications channels by the end of the year to gather data about usage and outcomes, feedback on experience, and gaps, so that we can make recommendations for improvements in the new year, including the opening of the new building. More to come! <p>Friends (Gail): Shop n Dine made about \$20k. Recruiting volunteers for the Arts Festival. Planning tours of the new building for members. Newsletter will be coming out in the next few weeks.</p>
OTHER BUSINESS
None to report.
ADJOURNMENT
Motion to adjourn by Barbara F. Seconded by Barbara N. The motion passed and the meeting adjourned at 6:33 pm.

Respectfully submitted,
William R. Majarian, Secretary