

Date May 21, 2024 Board of Trustees Meeting

✓ Barbara Bolton xTodd Bruce ✓Lenda Carrillo ✓ Margaret Egli ✓ Barbara Forney ✓Dan Gannon ✓ Vicki Gehrt ✓Will Majarian xBrenda Mercomes ✓Pattie Morgan Miller ✓Claire Murray ✓_ Barbara Necarsulmer ✓ Loren Pearson ✓ Brad Peiper ✓Leah Reynolds ✓Lee Sausen xCorrine Sweeney ✓ Collis Townsend

15 present (Trustees)-Quorum achieved

Guests: Chris Manna, Mary Hutchins, Anne Coleman, Peter During, Sharin (MLS student)

Agenda items
OPENING OF MEETING/PUBLIC COMMENTS
Brad opened the meeting at 4:30 p.m.
PRESIDENT’S COMMENTS
<p>Longwood Foundation Grant for \$500,000 approved! This is for a 2-year period. Money should be in bank account next week. Congratulations to Mary for spearheading this effort.</p> <p>Brad also noted the importance of the upcoming retreat on May 31, 9-3 at the library. The library is at a crossroads- building this magnificent facility has consumed our energy and focus for years. Now we need to focus our attention in what to do with it. Please read the information that will be provided before the meeting. Watch Chris’s video. Think about what success looks like and what we should do to bring it about.</p> <p>Executive Committee has resumed its regular 11 AM Monday meetings which are open to any Board member.</p>
MOTION TO APPROVE THE April 2024 BOARD MINUTES
Brad asked for a motion to approve the minutes. Barbara Bolton made the motion which was seconded by Barbara Forney, and the motion passed.
DIRECTOR’S REPORT
<p>Chris reviewed his report, which is provided as an attachment. A few items require future action:</p> <p>1.1st Amendment audits have resulted in lawsuits elsewhere. Chris requests the following motion which would be a change in behavior policy. Under General Rule, last sentence, the words “or staff” are added:</p> <p>Any behavior that, in the judgment of Library staff, disrupts or distracts other Library users or staff from using the Library or threatens the safety of Library users and staff is inappropriate and shall not be tolerated.</p>

Agenda items

It was suggested that this be legally reviewed prior to approval. Consider if we should add “volunteers” or other words. Tabled pending legal review.

2. He noted that room rentals where we charge a nominal \$25 fee for up to 4 hours result in a net loss due to the amount of staff time spent in tech support. The screens are not user friendly and require guidance to connect. People unplug things and mess with settings requiring future laborious troubleshooting. A variety of options were suggested: post signs- (do not touch equipment), step by step instruction manual, change pricing structure, train volunteers. Options will be discussed, and a recommendation brought back to the board.

3. CCLS says they cannot afford the cost of OCLC, which provides international interlibrary loans and numerous journals and periodicals. As this would be a significant loss to our customers should be discussed at next SAC meeting.

COMMITTEE REPORTS

Finance (Lee) – Review of 1st quarter and budget with cash flow by month to date. Longwood grant helps cash flow position and eases concerns in the short term. Reports and commentary attached.

Development (Mary) – In addition to the Longwood Grant the Starlight Soiree resulted in a net of more than \$35K. Report attached. We have not yet received the notice of award which will detail the timing of spending and what we are obligated to do with the funds. This will be brought back to the board at a future meeting.

Personnel (Leah) – One Board, One Voice Presentation

An important reminder of our duties as board members, our responsibility to the good of the organization over personal goals. Varying points of view are welcome as discussion, but once a vote is taken, we unite behind the decision. At the retreat we will take steps to officially adopt this as our policy and an important part of our culture. Leah also pointed to the PA Attorney General’s publication on charitably not for profit organizations as required reading. [Here is the Link.](#)

Building Operations (Brad & Loren) – 11 month walk through will be this week. Significant as we have a 12-month warranty on most things so any issues must be noted by that point. contractors with open items include: Tri-M (building automation and security) HSI (Audio Video).

Brad reviewed the status of grants still outstanding:

- RACP review panel requested additional documentation, which has been provided.
- LSA- 350K received, additional \$180 K going in.
- HUD also in process.

Kennett Library
Board Meeting Minutes

Agenda items
<u>Friends of the Library</u> (Barbara Bolton)- introduced Anne Coleman, incoming Friends of the Library President. She will be with us at the May 31 Retreat.
OTHER BUSINESS
Pattie and Dan are working with Lou and staff on implementing the Volunteer management software.
ADJOURNMENT
Barbara Bolton made a motion to adjourn the meeting at 5:50 PM which was seconded by Barbara F. All in favor.

Respectfully submitted,
Barbara Necarsulmer, Secretary