

Date June 18, 2024 Board of Trustees Meeting

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

16 present (Trustees)-Quorum achieved

Guests: Chris Manna, Mary Hutchins, Peter During

Agenda items
OPENING OF MEETING/PUBLIC COMMENTS
Brad opened the meeting at 4:30 p.m.
PRESIDENT’S COMMENTS
MOTION TO APPROVE THE May 2024 BOARD MINUTES
Brad asked for a motion to approve the minutes. Margaret made the motion which was seconded by Barbara Forney, and the motion passed.
DIRECTOR’S REPORT
Chris reviewed his report. <ul style="list-style-type: none"> • All summer programs are full. Children’s Librarian John H. visited every school giving out information. • KCSO summer learning programs fully funded by school district. More programs being added due to demand. • Chris and Lee are reviewing possible changes in payroll services. This is a CCLS function but other things like healthcare coverage are not offered. CCLS employees have county benefits and several member libraries have school district or other benefit access. There would seem to be tremendous synergy if the other 16 member libraries could band together to purchase, which the payroll system could facilitate. CCLS thus far unwilling. Other issues with this relationship were discussed- a group will work with Chris to identify specifics and recommendations on how to approach. Team made up of: Loren, Barbara B, Barbara N, Dan, Peter During. It is important to consider and prioritize these in context with the Board’s overall priorities.
PRESIDENT’S REMARKS

Agenda items

- Brad reported that meetings with New Garden Township resulted in the library tax referendum's approval. We will follow up to shore up support for the election including yard signs.
- The Timothy Shelley arbitration with CCLS is scheduled later this month and several staff members are to appear as witnesses. CCLS will not provide any legal assistance or advice, this will be provided by Kennett Library attorney.

COMMITTEE REPORTS

Personnel (Leah) – Personnel Committee charter affirmed. Motion by Barbara F, 2nd by Vicki. All in favor

Finance (Brad substituting for Lee) –

- Brad presented the monthly report, more detail and cash flow forecast will be provided later in the month.
- Brad also reviewed more detail on the Longwood grant and how it will be reflected in the 2024 and 2025 budgets.

Building Operations (Brad & Loren) –

- Working to close out open items with EDIS and Tri-M.
- Capital campaign contributions continue to arrive- Brad reminded us that spending order was: pay contractors, pay loan, pay back reserves. We are now in stage 2 of that, especially with larger grants like RACP.

Advancement/Development (Mary) – Mary reviewed her report- year to date annual appeal and donations total \$ 131,286, Grants, \$725,700.

- Mary noted that Constellation energy plans to support us by holding meetings at the library and supplying interns.
- EITC (Educational Improvement Tax Credit) program is an opportunity we are still exploring- with a short-term opportunity brought to us by a Special Purpose Entity (SPE) who has tax credits that need to be used by June 30. Anyone who is interested in making a donation that would aid in this should contact Mary. For the longer term, the process and policy around this should be explored by one of the committees (Development/Advancement? Finance?) then brought back to the board. These entities make money by either charging a fee (in this case 8%) or by the float.

Strategic Planning (Barbara N.)

- As we move forward with efforts to be a policy board – with issues opportunities worked out in committees- then brought to the board by way of the executive committee; we need to formalize the charters and strategic objectives of those committees. Personnel was approved at this meeting. Existing committee charters and notes from the retreat have been distributed. Committees are asked to either confirm these and the committee's membership or make any changes and provide these to the

Agenda items

Executive Committee prior to board discussion in July or August. July deadline is July 8. August deadline is August 12.

- Committee chairs should confirm with Barbara N no later than June 22 whether they will be ready for July or if they need more time and wish to be scheduled for August.
- There was broad support for a Development/Advancement committee to support this important effort. Pattie will work with the team to bring the charter to the board in order for the committee to be formed.
- If there is or is not a need for a board program committee was discussed without reaching a conclusion. The existing program policy will be sent out for review prior to the next meeting.

Friends of the Library (Barbara Bolton)- Shop and Dine tickets are available.

Nominating/Governance: Barbara F. reported that they are working on a leadership succession plan which they hope to report to the board soon.

ADJOURNMENT

Margaret made a motion to adjourn the meeting at 6:15 p.m which was seconded by Barbara F.

Respectfully submitted,
Barbara Necarsulmer, Secretary