

**Date July 16, 2024 Board of Trustees Meeting**

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

*15 present (Trustees)-Quorum achieved*

Guests: Chris Manna, Mary Hutchins, Amanda Murphy

<b>Agenda items</b>
<b>OPENING OF MEETING/PUBLIC COMMENTS</b>
Brad opened the meeting at 5:02 p.m. beginning with an executive session to discuss the nomination of Peter Doehring as a Trustee at Large Board, term ending 2026. Motion Barbara F second Loren. Exiting Executive session, it was announced that his nomination has been approved and welcomed him to the Board.
<b>PRESIDENT’S COMMENTS</b>
Executive Committee Report reviewed
<b>MOTION TO APPROVE THE June 2024 BOARD MINUTES</b>
Brad asked for a motion to approve the minutes. Barbara Bolton made the motion which was seconded by Margaret, and the motion passed.
<b>DIRECTOR’S REPORT</b>
<ul style="list-style-type: none"> <li>• Highlights from the Director’s report-</li> <li>• Library will probably 200,000 have visits for the year, huge increase over old location</li> <li>• Circulation and card holders highest ever. Grant numbers are extraordinary- kudos to Mary for that.</li> <li>• A mark of success- people are approaching us wanting to partner. Programs sell out in minutes. Great job by staff.</li> <li>• 200 families fed through the KCSD summer program, vs 60 last year.</li> <li>• Will offer regular special needs hours.</li> </ul>
<b>COMMITTEE REPORTS</b>

### Agenda items

Finance (Lee) – Lee reviewed the June summary financial report. Big influx of cash reflecting grant income, right now showing half of the amount of the Longwood grant for 2024. How to reflect in official CCLS financial reports still being discussed.

Upcoming finance committee meeting at 10 am on July 31. A separate meeting will be scheduled specifically to discuss EITC program including the advancement committee.

Building Operations (Brad & Loren) – Brad reviewed the report, including the financial position of the building project. Brad pointed out that any RACP funds not used for new building are available until May 2028 for any eligible projects.

Advancement/Development (Mary) – reviewed the Development Report and the new financial summary of funds raised and yet to come. Funds raised from all sources show excellent results.

Committee Charters for ratification:

- Executive Committee (Brad): returned to Excom for changes. Board members are asked to send any additional suggestions to Brad. Next version will tie more explicitly to description in the by-laws. Discussion of which group has responsibility for relationships with municipalities. Governance should for board nominations, but for regular information and budget discussions, their township appointee(s) should be point of contact. Although it is acknowledged that the President and Library Executive Director are “the face” of the library and typically the top of mind contact for municipalities. Clarifying these roles and responsibilities in the upcoming Board orientation guide will be helpful for the future.
- Nominating to Governance – reviewed by Barbara F. Trustees in favor in principal but this change will require a by-law change which requires 30 days notice. It was suggested that this be done along with any other corrections or amendments this fall rather than one by one.
- Building Operations Committee charter presented (Brad). Motion to ratify by Brad, Loren 2<sup>nd</sup>. All in favor.

Strategic Planning (Barbara N.)

- Note that at completion of the process of finalizing committee charters and strategic objectives, this will form the basis of the Library Strategic Plan.
- Motion to approve recap of Board retreat as the official minutes of the proceeding made by Barbara F, Second by Barbara B. All in favor who attended retreat.

Communications (Amanda) – Report presented, note the increase in online activity. Also, after 1 year of Alice, we print more each time and still run out. Conversely, we print less copies of the annual report and still have leftovers. In general, we work to maximize digital versions and minimize print whenever possible.

Friends of the Library (Barbara Bolton)- Please sell your shop and dine tickets

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

<b>Agenda items</b>
<b>OTHER BUSINESS</b>
<b>ADJOURNMENT</b>
Barbara Bolton made a motion to adjourn the meeting at 6:25 p.m which was seconded by Loren.
The next meeting is scheduled for August 20 at 5:00 pm.

Respectfully submitted,  
Barbara Necarsulmer, Secretary