

Kennett Library
Board Meeting Minutes

July 15, 2025 Board of Trustee Meeting

✓ Barbara Bolton ✓ Todd Bruce x Lenda Carrillo x Peter Doehring ✓ Barbara Forney ✓ Dan Gannon ✓ Rob Gallagher ✓ Vicki Gehrt ✓ Kari Jarmuz ✓ Mandy Lake ✓ Will Majarian ✓ Pattie M Morgan Miller ✓ Barbara Necarsulmer ✓ Lee Sausen ✓ Corrine Sweeney x Tony Talbert ✓ Collis Townsend

14 present (17 Trustees)-Quorum achieved

Guests: Chris Manna, Filomena Elliot, , Amanda Murphy, Cat Stenta, Sharon Morel, Sharon Smith

Agenda items
CALL TO ORDER/PUBLIC COMMENTS
Collis opened the meeting at 5:02 p.m.
APPROVAL OF JUNE 2025 BOARD MINUTES
Collis asked for a motion to approve the March minutes. Corinne made the motion which was seconded by Vicki. All in favor.
DIRECTOR'S REPORT
<ul style="list-style-type: none"> • Building should be up and running in order to open tomorrow (Wednesday July 16). • Tri-M has been wonderful throughout this process with teams on site and with telephone support. <p>Highlights of the report:</p> <ul style="list-style-type: none"> • Grant for \$10K from Chester County Residential Education Services, half for library programming, half for ALP.
PRESIDENT'S REPORT
<p>A big thank you to Chris for all his efforts dealing with the recent electrical and system issues including cutting his family vacation short.</p> <p>Report provided</p> <ul style="list-style-type: none"> • Summary of efforts toward meeting the 12% budget goal for materials. We do not want to get behind ability of vendors to supply in a timely manner.
COMMITTEE REPORTS
<p>Building Committee: Will Marjarian)</p> <ul style="list-style-type: none"> • Power issues cost us both days when we are not able to open and money in repairs and equipment. • Causes appear to be failing PECO transformer (since replaced) and uneven voltage coming into the building which overwhelmed surge protection, frying equipment.

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- Power has been restored and systems are up and being tested, but the elevator doesn't seem to be drawing enough voltage to function properly.
- We will file a complaint with PECO requiring them to open a case and monitor voltage.
- We will file an insurance claim, which they will likely reject as an "act of God".
- We will install surge protection at the panel level and backup power and additional surge protection for key systems.
- Other options will be discussed as required.

Finance Committee: (Lee Sausen) Report provided.

- To date finances are doing well and as expected.
- Finance committee scheduled to recommend budget amendment to clearly include 12% spending on material costs and a few other needed changes.

Nominating Committee/Governance: (Barbara Forney)

- Nomination of Sharon Smith as Trustee from Pocopson township. Motion by Collis, 2nd by Will. All in favor. She will be appointed by Pocopson at this month's meeting.
- Welcome to Kari Jarmuz, who was appointed by East Marlborough Township last month.

Development Committee: (Shannon) Report Provided.

- We are doing very well meeting budget goals. Discussed EITC which has been successful. Further informational programs scheduled and planned.
- Razors Edge transition, in process. Some items are being re-categorized- items for events previously recorded as annual appeal. Once complete we will be much better able to track the results of our various fundraising efforts.

Personnel Committee: (Vicki Gehrt)

- Employee Manual just back from legal review with minor suggested changes.

Strategic Planning: (Mandy Lake) Report Provided

- Reviewing stakeholder and customer feedback from surveys and focus groups.
- Will soon start drafting the plan
- **Communications Committee:** (Rob Gallagher) Report
Discussed means of communicating closures and reopening. Suggest some type of celebration? Most responses to our social media have been supportive.
- Website team had kick off meeting. Discussed range of budget and goals for the project. We have a beautiful and multi functioning building- our website should reflect this.

Friends of the Library (Barbara Bolton)-

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<ul style="list-style-type: none">• Shop and dine tickets are available online only until July 31. Sales are going well, so far over \$11K.• Wine tasting prior to Kennett’s third Thursday scheduled for Thursday.
DISCUSSION TOPIC –
<p>Meeting required goal of spending 12% of total budget on materials.</p> <ul style="list-style-type: none">• Discussed the importance of meeting this goal.• Chris defined what counted toward this- such as books, e-books (overdrive), class materials that add to the collection.• In order to “count”, books must be ordered, received and paid for- and this can take some time, so we must be mindful of this in planning.• Spending more on overdrive is one option.• Lee confirms that we have funds available, but that we must manage cash flow. Funds are available from the endowment and reserves if needed.
ADJOURNMENT
Motion to adjourn made, seconded and approved. Next meeting Tuesday, August 19 at 5pm.

Respectfully submitted,
Barbara Necarsulmer, Secretary