

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

## June 17, 2025 Board of Trustee Meeting

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

*14 present (16 Trustees)-Quorum achieved*

Guests: Chris Manna, Shannon Morel, Barbara Cairns, Sharon Smith, Cat Stenta,

Agenda items
<b>CALL TO ORDER/PUBLIC COMMENTS</b>
Collis opened the meeting at 5:01 p.m.
<b>APPROVAL OF MAY 2025 BOARD MINUTES</b>
Collis asked for a motion to approve the May minutes. Barbara B. made the motion which was seconded by Corinne Sweeney. All in favor.
<b>DIRECTOR'S REPORT</b>
<p>Highlights of the report:</p> <ul style="list-style-type: none"> <li>• Building issues continue which delays closing out the new building project finances.</li> <li>• The flagpole is partially installed, however the continuing series of delays is frustrating</li> <li>• We are one of only 8 libraries in the country to receive the America Library Association's award for Strengthening Libraries' Capacity to Meet Local Literacy Needs. This \$65 K award supports our ALP program as well as community partners. Huge kudos to Filomena, Lupe, and Laura for their work on this!</li> </ul>
<b>PRESIDENT'S REPORT</b>
<ul style="list-style-type: none"> <li>• Welcome to new Development Director Shannon and many thanks to everyone who participated in the hiring and transition processes.</li> </ul>
<b>COMMITTEE REPORTS</b>
<p><b>Finance Committee:</b> (Lee Sausen) Report provided.</p> <ul style="list-style-type: none"> <li>• The Board was updated on YTD materials purchases, currently at 8.2% of total expenditures, excluding \$40,000 in e-book purchases returned to CCLS. The total brings us in line with the required 12%.</li> <li>• Capital campaign pledges continue to come in, some are scheduled through early 2027.</li> </ul>

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### Agenda items

#### **Nominating Committee/Governance:** (Barbara Forney)

- Motion to approve by-laws update (provided prior to last board meeting) made by Corinne, seconded by Pattie. After a brief discussion all voted in favor.
- Conflict of interest statement approved for use by board. Please complete before leaving meeting or as soon as possible after. These will be stored in a folder on the board google drive under the nominating committee.
- Present Kari Jarmuz as candidate for the Board from East Marlborough Township. Motion to accept by Barbara B, 2<sup>nd</sup> by Corinne. All in favor.

#### **Development Committee:** (Tony Talbert, co-chair Barbara Cairns)

- A big thank you to Cat Senta for all her contributions during the interim and through the interview and transition process.
- Welcome to new Development Director Shannon
- Raiser's edge transition will be a big project- will begin tomorrow and continue for some time.

#### **Personnel Committee:** (Vicki Gehrt)

- Personnel handbook is still in legal review process, hope to bring to Board for approval in July or August.
- Policies for staff and Board coming up next in the fall.

#### **Communications Committee:** (Rob Gallagher)

- As part of strategic planning process the group is considering how to gather information on community needs and feedback on current services on a continuing basis.
- The impact report is out, copies will go to all board members along the most recent edition of Alice.
- Amanda and the team are considering ways to streamline the process of producing Alice.

#### **Programming** (Peter Doehring)

- Discussing how to measure impact of programming
- Civic and Social literacy will be a big focus for next year which ties in well with 250 anniversary celebrations.

#### **Friends of the Library** (Barbara Bolton)-

- Shop and Dine now totally online- sales going well so far.
- Annual meeting will be June 26

### **ADJOURNMENT**

Barbara Forney made a motion to adjourn the meeting at 6:05 p.m. which was seconded by Vicki. Next meeting Tuesday, July 15 at 5PM.

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Respectfully submitted,  
Barbara Necarsulmer, Secretary