



**Board of Trustees Annual Meeting  
January 28, 2020**

**Present:** Amber Osborne (Swarthmore Public Library Director), Carol Kennedy (President, Friends of Swarthmore Public Library), Rebecca Carovillano, Laura Kosmalski, Bridget Doherty, James Banko, Ellen Kornfield, David Langdon, Beth Brown, Laura Hunter

**Absent:** Mark Turbiville

**Meeting Called to Order:** 7:34pm. James Banko presiding.

**Friends of the Library Report:** Report submitted by Carol Kennedy. Carol reported that the first pop-up book sale will occur on the upcoming “First Friday,” February 7, which will be spearheaded by the Board of Trustees and supported by the Friends of the Library. The Annual Friends meeting is scheduled for the evening of February 20. Thus far 215 donations, totaling almost \$20,000, have been received since the Annual Appeal letter went out. The average gift amount is \$93.

**Approval of December 2019 Meeting Minutes:** Bridget moved to approve the minutes. Laura K seconded. All in favor. Motion carried.

**Library Director’s Report:** Amber reviewed the attached Annual Report. Amber reported regarding a new fundraiser with Giant supermarket, its bags, and potentially being “Nonprofit of the Month.” She discussed her Annual Report, highlights include: The Friends provided nearly 20% of our budget in 2020. Our wonderful volunteers almost worked the hours of 2 full time staff. We had 489 programs for 9,407 children and 265 programs for 2,450 adults. There was a 5% circulation increase. Museums passes lending was up 23%. Additional highlights of the year include a new logo, staff and volunteer development, MLK Day of Service, several Aging in Place initiatives, the 90<sup>th</sup> Anniversary and more! According to the ALA’s Value Calculator, the library’s value is \$1,955,018, which boils down to \$313 per Swarthmorean.

**Committee Reports:**

**a. Finance:**

- a. Rebecca reported that December expenses were \$25,076.84 Laura K motioned to approve the December report and vendor summary. Bridget seconded. All in favor; motion carried.
- b. Rebecca reviewed the 2020 budget. Ellen moved to approve the 2020 budget. Bridget seconded. All in favor; motion carried.

- b. Personnel:** Bridget reported that the 2019 raises are in order.
- c. Nominating:**
  - a.** Laura K. put for the Committee's recommendation for Officers: James (President), Laura K. (Vice President), Rebecca (Treasurer), and Laura H. (Secretary). Bridget motioned to accept the slate as proposed and Beth seconded. All in favor; motion carried.
  - b.** There is a new Board vacancy. The nominating committee will begin a new search to fill this position.
- d. Strategic Planning:** Beth reported that there was an initial planning meeting. A recruitment letter was printed in The Swarthmorean. More committee members are needed. Future meetings are scheduled and planning is underway.
- e. Development:** Nothing to report.
- f. Fundraising:** Rebecca reported on the many current efforts. The Book It! sponsorship search is underway. Ideally each Board member will secure at least two sponsors. Rebecca distributed sponsorship brochures. See attached report.

**Delaware County Libraries (DCL) Board meeting report:**

- a. February 6 at Glenolden, Laura Hunter to attend
- b. April 2 at Haverford, Beth Brown to attend

**Old business:**

- a. Bylaws update: tabled until next meeting.
- b. Perpetual calendar update: tabled until next meeting.

**New business:**

- a. Committee assignments:
  - Finance: Rebecca and James
  - Personnel: Bridget and Laura K.
  - Development: Laura K. and Laura H. (final assignments to be determined after completion and review of strategic plan)
  - Strategic Planning: Laura H, Ellen, and Beth
  - Nominating (formed in April): Laura K. and Ellen
  - Friends of the Library Liaison(s): Rebecca
- b. Housekeeping items: All Board members read and signed the Board member agreement and Policy of suspected misconduct, and reviewed/updated the Board contact list

**Our next meeting will be Tuesday, February 18, 2020 at 7:30 pm.**

**Adjournment:** Laura K. motioned to adjourn the meeting; Bridget seconded. All in favor. Meeting adjourned at 8:59pm.

**Submitted by Laura Hunter**