



## Board of Trustees Meeting November 17, 2020

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

**Absent:**

**Meeting Called to Order:** Remote meeting via Zoom began at 7:32pm, James Banko presiding.

**Friends of the Library Report:** Report submitted by Betty Dowling. She provided an update on the forthcoming online auction. Currently 269 lots (from 56 donors) have been received. Betty also reported that the annual appeal letter has been sent out and donations are already being received.

**Approval of October Meeting Minutes:** Ellen Kornfield moved to approve the minutes. David Langdon seconded. All in favor. Motion carried.

**Library Director's Report:** Report received. Amber reported that Delaware County Libraries, through a Cares Act grant, would be supplying Hoopla system-wide. Because of this, the library will be cancelling its contract with Hoopla effective December 1.

Programming is ramping up, through a combination of virtual and socially distanced in person programming. After this week, in person programming will cease likely until the spring.

Brisk Browse will continue being offered. Thus far, the total door count has been very low and visitors have been socially distancing and cooperating with provided guidelines. Staff will continue to monitor this service.

### Committee Reports:

#### a. Finance:

- **Expenses:** October expenses: \$21,164.69. Rebecca noted that there were no unusual items to highlight. Bridget Doherty moved to accept the October financial report and vendor summary. Laura Kosmalski seconded. Motion passed.
- **Fundraising:** Amber stated that the library made about \$300 from its merchandise sale. Note cards and handmade paper flowers will be on sale next week. The upcoming virtual Book Brunch will feature booktalks, food from Occasionally

Yours, and author talks. Library staff is developing a fundraising plan for 2021, which has a goal of raising \$8,000. This effort includes Book It!, which will probably be a virtual race.

- b. Personnel:** Nothing to report.
- c. Nominating:** Ellen reported that the committee is making progress on filling the upcoming board vacancy and has three candidates under consideration. Additionally any trustee who is interested in taking on an officer role for 2021 should alert Ellen or Laura K.
- d. Strategic Planning:** Beth Brown reported that the committee met in early November. They revised and launched a survey, which is currently active. An interactive display was positioned outside of the library on Election Day to gather community input. The survey was emailed out in the most recent Social Distance Digest and is on the library's website. Beth encouraged the Board to share the link to the survey with friends and neighbors. Next steps are having a presence at local community events and continuing to collect data from the survey.
- e. Development:** Nothing to report.

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

- a.** December 3, James Banko to attend
- b.** February 4, TBD

**Old business:**

- a.** Minutes from October 26, 2020 for electronic voting regarding upgrade to the library's phone system: Rebecca moved to approve the minutes. Laura K. seconded. All in favor. The motion carried.

**New business:**

- a.** None

**Our next meeting will be Tuesday, December 15, 2020 at 7:30PM.**

**Adjournment:** David moved to adjourn the meeting; Stephen seconded. All in favor. Meeting adjourned at 7:57pm.

**Submitted by Laura Hunter**