



## Board of Trustees Meeting January 26, 2021

**Present:** Amber Osborne (Swarthmore Public Library Director), Betty Dowling (Friends of Swarthmore Public Library), James Banko, Beth Brown, Amy Cliett, Laura Hunter, Stephen Imbriglia, Ellen Kornfield, David Langdon, Tom Melvin, David Murphy

**Absent:** David Langdon, Tom Melvin

**Meeting Called to Order:** Remote meeting via Zoom began at 7:34pm, James Banko presiding.

**Friends of the Library Report:** Report submitted by Betty Dowling. Annual appeal letter results have surpassed previous years. Betty explained the Friends of the Library's role and efforts to the new library trustees. She also reported that the online auction results were great and more information will be provided at the next meeting.

**Approval of December Meeting Minutes:** David Murphy moved to approve the December minutes and the proxy minutes. Stephen Imbriglia seconded. All in favor. Motion carried.

**Library Director's Report:** Report received. Amber highlighted a few items from the annual report, all of which have been affected by the pandemic:

- Circulation has decreased over all. The physical collection's circulation decreased by 50% while digital circulation has increased by 50%.
- Program attendance and the number of events have decreased.
- Virtual events continue for now. Outdoors events will likely begin in the spring.
- Membership has increased by 35%, far exceeding the year's initial goal of 5% membership growth.
- Notable events from 2020: Teen Art Contest, Wifi Beyond the Walls, and Book Brunch.
- Donations and grants increased due to the Paycheck Protection Program and Delco Strong grant.
- Revenue decreased.

### Committee Reports:

#### a. Finance:

- **Expenses:** December expenses: \$23,769.19. Rebecca Carovillano reported the December expenses. She highlighted that there has been a higher than usual amount of donations, otherwise there was nothing of note. The Paycheck Protection Program loan has been forgiven. Amy Cliett moved to accept December

expense reports and vendor summary. Laura Hunter seconded. All in favor. Motion carried.

- **2021 Budget review and approval:** Amber reviewed the 2021 Budget. There is a 4.4% decrease from the Operating Receipts. There is a slight decrease in Operating Expenses. Collection Expenditures and Other Operating Expenditures will remain flat. Ellen Kornfield moved to approve the 2021 budget. Amy seconded. All in favor. Motion carried.
- **Fundraising:** Amber reported that a Book It organizational meeting has been held. The Furness Library will no longer participate in Book It 5K. For this year, Book It will be held virtually. Stephen will be coordinating this year's sponsorships. Other future fundraising will include a dine-out event.

**b. Personnel:** Nothing to report.

**c. Nominating:** Ellen put forth the officer slate for 2021: President - James Banko, Vice President - Ellen Kornfield, Treasurer - Stephen Imbriglia, Secretary - Laura Hunter. David seconded. All in favor. The motion passed.

**d. Strategic Planning:** The committee is in the process of compiling the results of the community surveys.

**e. Development:** Nothing to report.

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

**a. Upcoming Meeting:** Amy will attend the next DCL meeting on February 4.

**b. Sign ups for 2021 Meetings:** 2/4 Amy Cliett, 4/1 Beth Brown, 6/3 Steve Imbriglia, 8/5 Dave Murphy, 10/7 Beth Brown, 12/2 James Banko

#### **Old business:**

**a.** Amber and the Board are grateful to Rebecca Carovillano for many years of service.

#### **New business:**

**a. Committee assignments:** Present trustees signed up for committees.

**Our next meeting will be Tuesday, February 16 at 7:30PM.**

**Adjournment:** David moved to adjourn the meeting; Beth seconded. All in favor. Meeting adjourned at 8:38pm.

**Submitted by Laura Hunter**