



Board of Trustees Meeting October 19, 2021

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

Absent: David Murphy

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

Friends of the Library Report: Betty Dowling reported that on September 30, a book sale was held on the library's lawn that raised over \$4,100. The Friends are currently planning an online book auction. Beginning on October 25th, book donations will be accepted. The Friends will also be experimenting with operating the book storage room as a retail-style used bookstore. A May book sale is still planning to be held. Lastly, the annual appeal letter is at the printer and expected to be sent out in early November.

Approval of September Meeting Minutes: Ellen Kornfield moved to approve the minutes from September and the August proxy vote minutes. David Langdon seconded. All in favor. Motion carried.

Library Director's Report: Report received. Amber shared a story of a job seeker who was grateful for help they received with navigating online applications. In addition to the standard day-to-day activities, staff has also been busy with additional trainings. Automatic renewals began in September. Also of note, DVD late fees are being reduced per the Delaware County Libraries Board. Events are continuing to go well. Circulation numbers continue to increase.

Committee Reports:

a. Finance:

- **Expenses:** August expenses: \$25,869.66. September expenses: \$24,442.84. State and county funding for the year has been received. Laura Hunter moved to accept the August and September reports and vendor summaries. Steve Imbriglia seconded. All in favor. Motion carried.
- **Fundraising:** The Fundraising Committee is planning a miniature golf fundraiser in the library for June 2022. The committee has decided to shift their focus towards larger fundraising events, such as a planned "Character Breakfast" in late 2022.

- **Approval for authorized handlers of PNC checking account:** Since the local bank is closing, the library's Byrn Mawr Trust account will be closed. Rather, the library will have an account at PNC. David Langdon moved that Amber Osborne and Carol Mackin to be the authorized handlers for the PNC checking account. Beth Brown seconded. All in favor. Motion carried.
- b. **Personnel:** Nothing to report.
- c. **Nominating:** The Nominating Committee is collecting applications.
- d. **Strategic Planning:** The updated Strategic Plan was discussed.
- e. **Development:** Nothing to report.

Delaware County Libraries (DCL) Board meeting report:

- a. October 7, Ellen Kornfield attended.
- b. December 2, James Banko to attend.

Old business:

- a. **Strategic Plan, 2022-2025:** Steve Imbriglia moved to approve the Strategic Plan. Laura Hunter seconded. All in favor. Motion carried.

New business:

- a. **Plan for State Aid:** Tom Melvin moved to approve the State Aid Plan. Ellen Kornfield seconded. All in favor. Motion carried.

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

Adjournment: Steve Imbriglia moved to adjourn the meeting; Laura Hunter seconded. All in favor. Meeting adjourned at 8:37pm.

Submitted by Laura Hunter