



**Board of Trustees Annual Meeting
January 22, 2019**

Present: Mark Turbiville, Ellen Kornfield, Beth Brown, Laura Butler, Rebecca Carovillano, Bern Rehberg, James Banko, Laura Kosmalski, Bridget Doherty, Amber Osborne (Swarthmore Public Library Director), Carol Kennedy (Friends of the Library, President), Jenn Provoznik McNamara (Chair of the 90th Anniversary Celebration)

Absent: Stephen Russell

Meeting Called to Order: 7:30 p.m. Introductions were made since three new Trustees were attending their first meeting.

Friends of the Library (Friends) Report: Carol Kennedy (Friends President) reported that donations from the annual letter campaign currently stand at approximately \$23,000. See attached financial report. Several new volunteers have joined the effort to actively sort the books for the Book & Bake Sale to be held May 2 - 4. Carol is actively seeking more volunteers to help with the organization and working at the Sale itself. The Friends' Annual Meeting is on February 7 and is open to the public. Carol is seeking a Vice President and Secretary for the Board. Jenn Provoznik McNamara provided an organizational update on the 90th Anniversary Celebration (see attached report). Jenn asked for more volunteers for a few events: Ellen and Beth volunteered to assist with the Books and Breakfast event, Ellen volunteered to assist with the Birthday Party, and Laura B volunteered to assist with the Fun Fair.

Approval of December 18, 2018 Meeting Minutes: Bern motioned to approve the minutes; Bridget seconded. All in favor; motion carried.

Treasurer's report:

- a. Bern reported that we finished the year approximately \$12,000 over budget which was expected because of the grant monies received in 2017 which were not spent until 2018, and the expenditure related to the consultant report. December's expenses were \$29,367.56. Laura K motioned to approve the December Treasurer's report and vendor summary. Mark seconded. All in favor. Motion carried.
- b. The 2019 budget was reviewed. Rebecca made a motion to accept the 2019 budget as proposed; Laura K seconded. All in favor. Motion carried.

Library Director's report: Amber reviewed the attached Annual Report. Highlights include: the number of programs offered increased by 50% in 2018, and attendance increased by 40%. On a per capita basis, for every \$35 contributed by the Borough, each Swarthmorean received \$330 in library services.

Committee Reports:

- a. **Personnel:** Nothing to report.
- b. **Nominating:** Laura K put forth the Committee's recommendation for Officers: James (President), Laura K (Vice President), Rebecca (Treasurer), Stephen (Secretary). Bridget motioned to accept the slate of Officers as proposed; Mark seconded. All in favor; motion carried.
- c. **Strategic Planning:** Nothing to report.
- d. **Development:** Amber will schedule an early February meeting with Sarah Graden to go over the findings of the consultant's report. Bridget volunteered to attend with her.
- e. **Book It! 2019:** Amber reported that an organizational meeting was held in early January. Rebecca distributed sponsorship brochures and asked that each Board member try to obtain at least two sponsors. Board members were asked to email Rebecca with names of potential sponsors for coordination so we do not duplicate efforts.

Delaware County Libraries (DCL) Board meeting report:

- a. **Sign up for 2019 meetings:**
 - February 7, Helen Kate Furness – Ellen
 - April 4, Ridley Township – Laura B
 - June 6, Rachel Kohl – Laura K
 - August 1, Middletown – Mark
 - October 3, Radnor – Bridget
 - December 5, Media – James

Old business:

- a. **Bylaw review/revision:** As a first step, James will look into the filing requirements for changes to bylaws and will report at our next meeting.

New business:

- a. Committee assignments: Laura K will circulate an email asking for committee volunteers. She will include a brief description of each committee. The idea of forming a subcommittee to create an overarching fundraising strategy will be tabled until later in the year
- b. DCL Liaison, Janis Stubbs – Amber will invite Janis to provide us with a DCL overview at our next meeting.

Our next meeting will be February 19 – 7:30 p.m.

Adjournment: Bridget moved to adjourn the meeting; Laura K seconded. All in favor. Meeting adjourned at 8:48 p.m.

Submitted by Rebecca Carovillano