



**Board of Trustees Annual Meeting
March 19, 2019**

Present: James Banko, Beth Brown, Rebecca Carovillano, Laura Hunter, Ellen Kornfield, Laura Kosmalski, Stephen Russell, Amber Osborne (Swarthmore Public Library Director), Sarah Graden (Borough Council Liaison)

Absent: Bridget Doherty, Mark Turbiville,

Meeting Called to Order: 7:33p.m. James Banko presiding.

Welcome Sarah Graden, Borough Council Liaison

Friends of the Library (Friends) Report: Report received from Carol Kennedy. The friends are continuing to work on the 90th anniversary celebrations, with the help of Rebecca and Amber.

Approval of February 19, 2019 Meeting Minutes: The meeting date was added. Laura K moved to approve the revised minutes. Rebecca seconded. All in favor. Motion carried.

Library Director's report: Report received. Highlights include: new museum passes have been received; in service training was completed; the new logo campaign is underway; the audit has been completed; a cap on Hoopla has been applied.

Committee Reports:

- a. **Finance:** Heard and placed on file. Expenses were \$26,854.73. Laura K motioned to approve the January Treasurer's report and vendor summary. Beth seconded. All in favor. Motion carried.
Rebecca noted that in recent years, because of the timing of major income to the library from the borough, the library's operating funds in March are in danger of being overdrawn. Rebecca would like to move \$10,000 temporarily from restricted funds to unrestricted operating expenses, to be returned once the income from the borough arrives. Laura K. moved that we borrow \$10,000 from the bequest fund and then replace it after receipt of the borough in April. Laura H. seconded. All in favor. Motion carried.
- b. **Personnel:** Report received. The committee is making progress with planning for summer staffing requirements.
- c. **Nominating:** Nothing to report.
- d. **Strategic Planning:** Nothing to report.
- e. **Development:** Report received. Amber, Stephen, and Beth met with the General Government Committee on Monday March 17. The Government Committee is

supportive of the library. Any renovations to the library's physical plant would have to be financed through a capital campaign and external grants. Borough Hall is not scheduled to undergo a renovation in the foreseeable future. If the library were to renovate its physical space, it could not encroach on other areas of the building. Amber also met with Sharon Mester of the Centennial Foundation and suggests we invite her to meet with us.

- f. **Book It! 2019:** Report Received. Currently, we have over \$5,000.00 in sponsorships.

Delaware County Libraries (DCL) Board meeting report:

- a. **April 4** at Ridley Township, Laura Hunter to attend
- b. **June 6** at Rachel Kohl, Laura Kosmalski to attend
- c. Volunteer for Library Foundation of Delaware County focus group, March 20, 6:30 pm at Ridley

Old business:

- a. **Bylaw review/revision:**

James recommended that we not change the language of the bylaws to clarify who can sit on the board. In his legal opinion the document is clear as it is currently worded.

James, Stephen, Rebecca, and Amber will undertake a longterm review of the language of the bylaws.

New business:

Our next meeting will be Tuesday, April 16, 2019 @ 7:30 PM

Adjournment: Laura K moved to adjourn the meeting; Rebecca seconded. All in favor. Meeting adjourned at 8:35 p.m.

Submitted by Stephen Russell