



## Board of Trustees Meeting December 17, 2019

**Present:** Carol Kennedy (President, Friends of Swarthmore Public Library), Betty Dowling (Vice-President, Friends of Swarthmore Public Library), Bridget Doherty, James Banko, Rebecca Carovillano, Beth Brown, Laura Hunter, Ellen Kornfield, David Langdon (Trustee nominee)

**Absent:** Amber Osborne (Swarthmore Public Library Director), Laura Kosmalski, Mark Turbiville

**Meeting Called to Order:** 7:32PM. James Banko presiding.

**Friends of the Library (FoL) Report:** Report submitted by Carol Kennedy. Annual appeal fundraising letter has been mailed and donors have begun responding. This year, FoL wrote personalized letters to last year's higher value donors. Letters were delivered to Swarthmore and Rutledge residents by December 2. Thus far, FoL have received approximately \$14,500 in donations. Betty and Carol attended Fundraising Committee meeting on December 10; they are excited by the planned events. FoL's Annual Meeting will likely take place around February 20, 2020, during which leadership and plans for 2020 will be solidified.

**Approval of November Meeting Minutes:** Bridget moved to approve the minutes. Rebecca seconded. All in favor. Motion carried.

**Library Director's Report:** Report received.

### Committee Reports:

- a. **Finance:** Rebecca reported. Heard and placed on file. November expenses: \$24,201.59. FoL donation has officially come through, fulfilling the library's funding needs for the remainder of the year. Ellen moved to accept the November financial report and vendor summary. Beth seconded. Motion passed.
- b. **Personnel:** No news to report.
- c. **Nominating:** No news to report.
- d. **Strategic Planning:** Beth reported. A meeting is set for January 8 with Amber and the committee. Still seeking interested committee members to join. Ellen has volunteered to join the Strategic Planning Committee.
- e. **Development:** No news to report.
- f. **Fundraising:**
  - a. **Book It! 5K Race:** Kick-off Meeting was held earlier this month. Planning is underway. Rebecca will be heading up sponsorships with a Helen Kate Furness

(HKF) Library representative. Jenn Stock, the Director of HKF, is moving to another Library. Rebecca will have information around mid-January to begin seeking sponsorships.

- b. **Fundraising Committee:** A meeting was held on December 10. Fundraising events are being planned for 2020. There is a \$65,000 fundraising goal, which will be met collectively by both FoL and the Library.

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

- a. December 5 at Media, Bridget Doherty attended. Every library in Delaware County is eligible for a \$500 grant to be used for Museum Passes from the Delaware County Library Foundation. Each interested library must apply by the end of February. Radnor Memorial Library created a fundraiser presentation; this video is available on the DCL website. DCL are assisting with Census Job recruitment. Janis Stubbs is retiring after 38 years with DCL. In January 2020, ALA Midwinter Conference is being held in Philadelphia; this is open to Librarians and Trustees. HKF hosts an annual special fundraiser event: a soiree ("Well Read") for those that have donated \$400 or more over three years.
- b. February 6 at Glenolden, Laura Hunter to attend.

**Old business:**

- a. Bylaws update from James: updates do not need to be filed with the state. Rebecca sent a redlined draft to be viewed and discussed in the future.

**New business:**

- a. None.

**Next Meeting: Annual Meeting of the Association on Tuesday, January 28, 2019 @ 7:30 PM.**

**Adjournment:** Bridget moved to adjourn the meeting; Rebecca seconded. All in favor. Meeting adjourned at 7:58pm.

**Submitted by Laura Hunter**