

Board of Trustees Meeting- Swarthmore Public Library

June 21, 2022 - Minutes

- Attendees: Board Members: Ellen, James, Jenn
- Other: Beth Fitzsimmons, Jen Philips, Abby C

- Friends report: Book shop chugging along. Continuous success, 14 volunteers in shop and 15 I sorting. Had a pop-up sale outside during market and raised \$123. Next book sale: Early Dec. Running out of room for storage and sorting.

- Directors report: Abby provided attachments in advance. Reviewed collections and programs data and trends. Jen P was increased to 30 hours/week. New copier company will be used. PAC Center alignment in progress. Correction to report is that the library would potentially take over current borough council space (not community room) if the borough space in the PAC Center occurs. Hoopla, rarely used and \$\$, will be discontinued. Very little impact. Rokus are doing well and other alternatives are being looked into. Nosh and Knowledge- feedback was positive and great pivot in such little time. Next year hold in early May, expand food and include adult beverages, while increasing size of room.
 - **Action:** Did anyone send across May's minutes? Please share with Board
 - **Action:** Approve May's minutes

- Committee reports:
 - Finance
 - Final draft of audited financial statements. Abby sent across.
 - **Action:** We all need to review, approve, then Dave M to sign off. Deadline August 31 so there is plenty of time to go through other reviews and submissions on county level before Oct 1 deadline
 - ARPA and Capital Survey due July 6th
 - **Action:** Abby will send across for Board to review before she submits
 - Personnel
 - COVID PTO emergency leave needs to be extended for rest of year
 - **Action:** Board members need to approve or reject this
 - Nominating
 - Solicitations for new board member (to replace Stephen I) published. No applicants so far.
 - **Action:** Dave M to look into terms and who is rolling off (James confirmed he is)
 - Fundraising
 - Potential dine-out event to generate passive income might be planned for this summer
 - Next meeting: circulate options as Board attendance has been sparse and last-minute cancellations have impacted momentum. Proposal, to meet Wednesday at 7pm. Half an hour earlier and on same night library closes later to avoid having staff kill time from end of day to beginning of Board meeting.
 - **Action:** What date/time works best for majority for meetings going forward?
 - **Action:** Typically, July/August board does not meet but with capital improvements and lots of change, motion was made to have an impromptu meeting in July (can be zoom). Any opposed?
 - Meeting was adjourned at 8:23pm.