

Swarthmore Library Trustee Meeting 11/15/22

Roll Call: Present: Jenn Prevoznik McNamara, David Langdon, Tom Melvin, Ellen Kornfield, Elizabeth Brown, David Murphy, Sonya Pappas, Kate Maloney-Gross, Abigail Cengel.

Friends of the Library report: No report.

Finance Update: We had a conversation around fundraising, who would spearhead, what committee meets and heads up, etc. October financials were approved. Kate motioned, David 2nd.

Library Director's Report:

- October Financial Statements attached
 - On track for the end of the year
- October circulation and program statistics attached
 - Numbers look good; slight drop in physical circulation, normal for this time of year
- Fall Fest Summary
 - Net income was \$2,976.55 (\$3,565 income; \$618.45 expenses)
 - \$1,315 income from ticket sales (before and during event)
 - \$2,250 income from sponsorships
 - Largest expenses were programming, food/drink, and prizes
 - Around 230 people attended
 - Turnout was good, could hold the event next year with some modifications for larger income
 - Thank you to Trustees who volunteered and donated items!
- Home for the Holidays daytime event
 - Scott is working on a special storytime and craft
 - Tentatively planned for 9:30-11:30am
- SwPL will be continuing Hoopla independently on December 1st, 2022 when the county runs out of money for the service
 - A handful of other libraries will also be continuing – RT, NE, MA, SW, UD, possibly HA and RA
- Abby met with new Treasurer, Sonya Pappas, to review library financial statements and documents
 - Sonya is looking into cheaper options for our annual financial review and 990 and a bank without fees
 - Sonya will also look into making our budget more sustainable going forward without having to pull from reserves (savings from operating fund) each year
 - Discussed history of fundraisers at SwPL and potential ideas for going forward
- New SwPL COVID-19 policy
 - Not for Board approval, just wanted the Board to be aware that the policy was created
 - The policy will be discussed at our next staff meeting (Friday, 11/18) and officially put into effect after that date

Adult Programs

- October special events were successful - Stephen King Night, Edgar Allen Poe performance, Haunted Birdhouse competition

- More special events in November for adults: Duffy's Cut film screening and discussion, Golden Girls Trivia

Children's Programs

- October special events were well-attended, especially the Halloween Parade
- Upcoming Books & Donuts Storytime on 11/19

Committee Reports:

- a. Finance Committee: Beth and Tom agreed that our potential fundraiser was too close to Home for the Holidays to be effectively planned and executed, a new winter date will be targeted in 2023.
- c. Personnel Committee: Jenn conducted an EOY review with the staff, and Jenn and David had a review with Abby.
- d. Strategic Planning Committee: No report(ad hoc committee that meets as needed.)
- e. Development Committee: No report.

Public comment: NA

Adjourned, 8pm, 11/15/22