

Minutes: Board of Trustees Meeting
January 23, 2024

1. Roll Call: Present in person: Cengel, Murphy, Micklin, Langdon. Present by Zoom: Brown, Fitzsimons, Doyle
2. Called to order by Dave Murphy.
3. Friends of the Library report: Quick summary: Current assets about \$192k. Will give annual check for library support of about 40k to Abby Cengel soon. Dec 2023 fundraising letter raised about \$18k. Friends expects to provide additional support for current renovation project.
4. Approval of Meeting Minutes: December 19, 2023
5. Library Director's report
 - December 2023 Circulation and Program Stats: Comparison with last year: Book circulation down ~9%, digital material circulation up ~20%, program attendance up nearly 20%. Some discussion of trends, but underlying causes not clear. Slight reduction in hours open in the last couple of months due to staff shortages/illness & weather.
 - Status of 2023 public-facing Annual Report: will be prepared by Abby Cengel within next 2 months
 - DelcoGives Day 2024
 - <https://www.delcogives.org/>
 - To participate requires \$100 registration fee: Board members expressed approval of expenditure despite lack of details on what money goes to and prospects
6. Committee Reports:
 - a. Finance Committee:
 - i. December finances approved. No recent committee meeting.
 - b. Fundraising Committee:
 - i. 2024 fundraising plan. No recent committee meeting. The usual fundraising activities will continue, but these typically bring in \$5k annually. The board recognized the need for separate fundraising at a higher level to support the renovation. Last week architects' presentations were based on expectations of \$500 to \$2000k budget. It is likely we will need to pay for a fundraising/capital campaign director. No motions or decisions made.
 - c. Personnel Committee: No recent meetings.
 - d. Nominating Committee: No recent meetings. Two board members have prospective new board members who have not yet submitted applications.
 - e. Development Committee:
 - i. Discussion - RFP finalist presentations. We reviewed the architect presentations of last week with much discussion. General consensus was that all four had merits and would probably be satisfactory. The decision was passed to offer the contract to JR Keller, LLC.
 - f. MOU Committee: nothing new. Borough recently granted part of our request for higher support without any mention of the MOU business. We will wait for developments.
7. Delaware County Board meeting report

- a. Sign up for 2024 meetings on Google Doc: attendance by at least one board member for each meeting is necessary. Most of the meetings will be in person at the Media government center.
8. Old business: All issues as discussed above.
9. New business: No additional business.
10. Public comment. No public comment.
11. Adjournment.

Next meeting: Tuesday, February 20th 2024

**Respectfully submitted
David Langdon,
Board of Directors**