



## Board of Trustees Meeting February 18, 2025 - 7:15 PM

A closed executive session from 6:30pm.

### 1. Roll Call.

Board members were in attendance: B. Brown, J. Prevoznik McNamara, T. Melvin, M. Micklin, M. Cullen, and S. Iqbal. J. Massey was absent. Library Director A. Staley was also in attendance.

Members of the public included Lue Kratz and Dianne Hull were there to audit the meeting; later MaryAnne Gsell and Terri Lamb.

### 2. Call to order.

B. Brown called the meeting to order.

### 3. Approval of Meeting Minutes: December 17<sup>th</sup>, 2024

J. Prevoznik McNamara noted that the minutes had the incorrect date for the book and bake sale. Subject to that change T. Melvin moved to approved the minutes, J. Prevoznik McNamara seconded and they were approved unanimously.

### 4. Friends of the Library Report:

There were no attendees from the Friends of the Library at the meeting, but A. Staley confirmed that the funding from the group was received, and Beth Brown said we would speak to them in March.

There were no additional questions from the Board.

### 5. Special Projects Report: Library Renovation

Beth Brown reported that the architectural renderings were obviously all done, but said that Jim Keller needed to followed up with regarding the budget that he prepared. Martin Micklin said that there was an excel sheet and Beth Brown agreed to review that will. Beth Brown asked about feedback from the public and A. Staley said that it was good. J. Prevoznik McNamara stated that the drawings should have a “talk track” for context and Alec Staley answered that he was going to be working on adding text to the display and putting the same on the website.

Lastly, Alec Staley and Beth Brown agreed to sign the agreement with the capita campaign consultant.

### 6. Public Comment

MaryAnne Gsell and Terri Lamb asked Beth Brown to speak at the meeting to discuss the fate of the collision center on Yale Ave. and whether the library could convert and use the space for programming or a children’s center. They explained the numerous restrictions at play, the proposals for its future and the difficult situation of the current owner. J. Prevoznik McNamara noted to them that the Friends could also be approached because they always seem in need of additional space.

There was no additional public comment.

### 7. Library Director’s report:

Alec Staley referred first to the statistics section wherein he compared circulation and door count number, the later of which has remained steady. He also said that use of four public computers are steady. In-person check out in the exact same as the same month the prior year. He reported that digital collection circulation has increased via Overdrive. He informed the Board that there was a great tea and trivia program and that because juvenile programs were static, he was working on themes for StoryTime with Scott. He added that "all ages programs" attendance was zero noting that he was not certain what the category was for.

He confirmed that Delco Gives Days would be May 8 and 9. The Board discussed several ideas were discussed but would be spoken about further once the Board had more parameters. Beth Brown said that she would reach out to Frances from the DELCO foundation. Alec Staley noted that the Rotary Fun Fair would be on Sunday, May 18 and the first farmer's market would be May 10.

Alec Staley explained that Hoopla had been cancelled, and Canopy was being used. Staley also said that the library is creating a teen space and using saving from Hoopla for manga materials to be ordered with discretion by him. Maura Cullen and Samina Iqbal complimented recent post from the library's Instagram account. Alec Staley also showed the Board website updates. Beth Brown asked for one more turn on the annual report and J. Prevoznik McNamara wanted more pictures of more patrons.

## **8. Committee Reports.**

### **A. Finance Committee.**

M. Micklin said that PNC will be giving us a 3% rate. He reported that based on changes to staffing and insurance, our budget for the year is now "break even" and noting that everything that we fundraise will now be in excess of our fundraising goal. He said that the library has \$486K in Morgan Stanley and \$109K in PNC, adding that the quickest way to grow Morgan Stanley account is to put more in it. J. Prevoznik McNamara asked about liquidity and Micklin said everything could be available within two days. Lastly, he said that the library had the money to pay for the campaign consultant but the committee would be discussing how to best segregate capital campaign funding from the operating money.

### **B. Fundraising Committee.**

No report.

### **C. Personnel Committee.**

Alec Staley mentioned only that he was consulting with the staff about the recent staff departure and personnel development.

### **D. Nominating Committee.**

Beth Brown reported that there were two new application who she will contact; adding that the public was also at this meeting to decide whether to apply as well.

### **E. Development Committee.**

No report.

## **Old business.**

J. Prevoznik McNamara stated that the MOU with the Friends had to be discussed and Tom Melvin stated that, when engaged, the capital campaign consultant would have an opinion on how it should read.

## **New business.**

Alec Staley spoke on changes to the employee handbook to clarify what activities employees will and will not be compensated for including attendance at Board meetings. Tom Melvin moved to approve the changes, Beth Brown seconded and it passed unanimously.

The Board then reviewed the committees and their members, after discussion of membership and any needed adjustments to the by-laws, J. Prevoznik McNamara offered to circulate something in writing to be confirmed at the next meeting.

Finally, Beth Brown mentioned the Strategic Plan and the Board discussed what it would entail; Alec Staley noted that it was best practice to work on the next one.

J. Prevoznik McNamara moved to adjourn the meeting, Beth Brown seconded the motion, and it passed unanimously.

Public comment: None.

Adjournment: 8:43PM

**Next meeting: Tuesday, March 18, 2025 at 7:15pm**