



Board of Trustees Meeting

May 13, 2025 - 7:15 PM

A closed executive session from 6:45pm.

1. Roll Call.

Board members were in attendance: B. Brown, J. Prevoznik McNamara, T. Melvin, M. Micklin, J. Massey, D. Hull and A. Ludwig Hellman. Library Director A. Staley was also in attendance.

Absent: M. Cullen and Q. Carpenter

Terry Heinrichs (Friends) joined online.

2. Call to order.

B. Brown called the meeting to order.

3. Approval of Meeting Minutes: April 8th, 2025

Subject to a change that J. Massey also attended a meeting with A. Staley, T. Melvin made a motion to approve the April 2025 minutes, J. Prevoznik McNamara seconded and the motion carried unanimously.

4. Friends of the Library Report:

The Friends reported on the Spring Book and Bake Sale, which occurred on May 2-3, made \$3,600. The group had 2,000 books to sell and noted that it was useful to have extra space so they could offer more for sale. Terry stated that the bookstore has made approximately \$9,000 YTD. She said that the next sale will be on November 7-8, 2025. J. Prevoznik McNamara asked about the dog sale and Terry deferred to the Friend's president regarding planning of that event. She added that they continue to have great volunteers allowing them to keep the store open 6 days per week. Beth Brown asked about Farmer's Market pop-up to increase sales during those days and she said that was under discussion.

There were no additional questions from the Board.

5. Special Projects Report: Library Renovation and Capital Campaign Planning

Alec Staley said that he had met with Keller. Keller asked if the Library would like to move into that later phases part of the project and he thought that it should happen alongside the Capital campaign. B. Brown noted that Keller would work at least until he completed the construction documents and then there would be another decision point. A. Staley said that he would look into whether it was included in the estimate provided. D. Hull asked about the length of time the project would cost and A. Staley noted that it had to be within certain constraints to meet the requirements of the Keystone Grant. B. Brown said that she could join a meeting with Keller to assist with any of these topics.

Shifting to the discussion of the Capital Campaign, A. Staley noted that interviews were being conducted with Board Members and that WealthScreener was up and running. The Director and Board discussed the capabilities of the WealthScreener tool and how the Library anticipated using it. The Board was asked to begin thinking of names of "door openers" to serve on an Ad Hoc Committee for the Capital Campaign and A. Staley said that he could create a shared document to keep track of some ideas for potential members.

6. Library Director's report:

Alec Staley began by stating the April 2025 door counts are “great” and “growing.” He said that circulation is steady and Young Adult is doing fantastic. He noted that Libby and Overdrive circulation had gone up and Hoopla went down as it is phased out. For programs, he said that we may need to adjust or refresh them to get attendance higher. J. Prevoznik McNamara asked about getting into the schools and getting information together perhaps about summer reading. T. Melvin said that he would talk to the Friends about stocking the shelf at the pool with used books. A. Staley said that the library was beginning to split the adult fiction into genres to increase circulation.

He mentioned that there was a new library associate who had a particular interest in books for the YA and teen populations. He also noted that Mae Vachon was thriving in the bookkeeping role and of great assistance with the auditing that was underway.

He also went over some federal national funding impacts that could be on the horizons with national funding sources changing. He said that for one time PA received a partial award for FY25, so the funding impact would not be felt in the immediate future. He also reported that the current administration was set to eliminate the Institute of Museum and Library Services to the maximal impact allowable by law, that this would affect the services we receive, but would impact rural communities more. The employees of that agency had been put on 90 days of administrative leave, but it was being litigated in the federal courts. A. Staley concluded that there was uncertainty surrounding those services but that the federal fundings effects to our library, for now, were indirect - district funding streams, databases, etc. He said the Keystone Grant should not be affected.

7. Committee Reports.

A. Finance Committee.

M. Micklin reported that we had earned PNC interest in \$459 and credit card rewards of \$250. The Board was also informed of an IRA gift of \$15,000. M. Micklin had emailed Strategy Solutions about ways to engage the college and for initial recommendations on the process. The Swarthmore Borough budget request would account for staff pay raises that had been discussed. The library was also engaging with Rutledge including A. Staley can perhaps appearing their newsletter.

B. Fundraising Committee.

The Bingo Night raised \$2,000 and DELCO Gives another \$3,900.

C. Personnel Committee.

As noted in the Director’s Report, the library hired a new associate. As of June 1 pay for two pt staff would increase \$15 per hour, with the intention to increase all staff to at least \$15 per hour by the end of 2025. A. Staley stated that all salaries would be reviewed at the end of the year.

D. Nominating Committee.

The new Board members had all been approved.

Old business.

No updates on Friends MOU.

New business.

Retreat scheduled.

J. Prevoznik McNamara moved to adjourn the meeting. T. Massey seconded, and it passed unanimously.