

Board of Trustees Meeting

June 17, 2025 - 7:15 PM

A closed executive session from 6:45pm.

1. **Roll Call:** Jess, Qunicy, Beth B, Tom, Alec, Aubrey, Dianne, Maura, Beth F (Friends) – Tom Melvin (absent)
2. **Call to order.** 7:22pm by Beth B
3. **Approval of Meeting Minutes:** May 13 th , 2025 - Jess moved, second Dianne, minutes approved
4. **Friends of the Library Report:** Beth F talked about a special book, a copy of the Bible with parts in Welch, Beth F talked about seeking appraisals from a dealer, and having an article in The Swarthmorean article to identify the owner, Friends will be donating books to a summer reading program, Dianne asked about dog show, doing it in the Fall vs. the summer, Dianne asked about pop-up sales at farmer market having a table is not as worthwhile as having a cart rolled out on the lawn with signage which is a plan for later this summer and fall
5. **Library Director's report:**
 - a. May 2025 Circulation and Program Stats – circulation up, door count up, program numbers down a bit
 - b. Summer Reading! - our own unique summer program for kids from June 16- August 11 th (by time or by books), scratch off genre ones for adults, kick-off program is this Friday June 20 th
 - c. Collections are starting to be being genrefied by Alec and Jenifer.
 - d. Nintendo Switch games were just purchased and starting to take off
 - e. Teen Programs – writing club starting the first Wednesday of every month, Anime and Manga Club starting tomorrow June 18 th
 - f. Purple Penguin Vending – reached out to Alec about a partnership (5% or 10% depending on sales), Alec talked to Bill Webb about using Borough Hall to house this. Bill mentioned to Counciland they suggested Alec look into a local vendor in preparation for the July meeting
6. **Special Projects Report: Library Renovation**
 - a. Status update - Keller updates related to floorplan change, steps for phase 2 of the project
 - i. Alec met with Keller to discuss making minor tweaks to floorplan including: staff area moving director office to main staff area, turning director office into break room, having a second study area in the nonfiction room, having a staff desk in children's area, moving YA to back corner of fiction, moving computers proposed YA section, having glass door/divider from teen area to staff desk, expanding the size and location of children's area. Nonfiction will remain on the second floor as it has the lowest circulation numbers and we are committed to keeping it there. The next phase with Keller will incorporate these changes. We are not changing the main design plans/concept as they will remain the same. Board is committed to working with Borough and the community on making this happen in terms of accessibility. Alec has discussed the proposed tweaks with the staff and they have given him their support of the project moving forward. The Friends previously shared their support at the May campaign retreat. Alec shared the next steps to move forward with concluding phase I and moving forward with proposed tweaks. Jess M proposed to accept Alec's recommendation and taking all of this feedback as we head into the fundraising phase. Aubrey second, all present voted in favor on moving to the second phase of the capital campaign. Beth B shared her enthusiasm and gratitude to the Board and Alec for his leadership.

- ii. Keystone Grant funding updates- Alec shared it will now go biyearly so 2027 it will open up again. Jess M asked about funding and Alec shared
- iii. Mary Gay Scanlon Meeting recap and funding landscape- Alec and Beth B met onsite with Lauren Cox, the district representative for Mary Gay. Lauren shared updates about grants on the state level. RacP Grant 70% for construction and must get reimbursed. 50% match must be in hand. Beth to look into RacP Grant.
 - 1. Storytime Friday, 8/29 @ 11 Mary Gay will be reading
 - 2. Advertise in advance, WWSD is in session and during labor day
- b. Capital Campaign Consultants Updates – Alec ran Swarthmore through Wealth Engine and scratched out members of the Board, Dianne talked about the importance of cultivation, capital campaign members are door openers, naming rights, etc, Capital Campaign Consultants were very positive about our position. Martin asked Alec for Keller’s opinion on payment schedule. September meeting Board will vote on next steps for phase II of the renovation project
- c. July zoom meeting with consultants – Alec will send out a doodle poll to get Board’s availability. Goal is for Board to understand timeline, phases, etc.

7. Committee Reports:

a. Finance Committee (Martin/Tom):

- i. May financial summary – Martin shared that we are doing well managing expenses
- ii. Borough Request 2026
 - 1. Renovation Request for Borough -2026 focused on staff compensation and the expansion of the teen program. Request is due June 30 th . Martin suggested 17% request which is focused on benchmark of county libraries in which Swarthmore pays low end. Hearing happens in July. Martin shared Friends funding request for 2026 to look at collections and programming. Jenn motion 17% request, Maura second, all in favor. Vote passed.
 - 2. Capital request – Alec focused on asking Borough to pay for construction costs of their building. Jess motion ask to ask for construction feeds of \$764,032.50

8. Fundraising/Development Committee (Maura/Jenn/Tom):

- a. 320 Market - Dine in and Donate - July 29 th - 4 to 8pm. 20% of all food. Maura suggested there is a program/questions. Community Giving Day - Date TBT, late 2025

9. Personnel and Policies Committee (Jenn/Jess): July meeting planned

10. Nominating Committee (Jess/Maura): no update

11. Strategic Planning Committee (Beth): no update

12. Old business:

- a. MOU with Friends

13. New business:

- a. Next DCL Board meeting:
 - i. Thursday, June 26 - Beth
 - ii. Thursday, August 21 - Tom

14. Public comment:

15. Adjournment: Beth B motioned, Aubrey seconded, meeting closed at 8:58pm

Next meeting: Tuesday, September 2, 2025 at 7:15pm