

**Board of Trustees Meeting
November 18th, 2025**

A closed executive session held today from 6:45PM-7:18PM.

1. Call to Order – 7:19 PM
2. Attendees
 - a. Beth Brown, Maura Cullen, Quincy Carpenter, Aubrey Ludwig-Ellman, Jenn Prevoznik-McNamara, Jess Massey, Dianne Hull, Director Alec Staley
3. Approval of Meeting Minutes of October 2025
 - a. Jenn motioned, Dianne seconded, the motion passed unanimously.
4. Friends of the Library Report
 - a. The Friends' book and bake sale made approximately \$5,000.
5. Director's Report
 - a. The door count had remained steady, while overall circulation was down. Young Adult and Museum passes, however, continued in strong circulation. Programs numbers are good, especially for those geared towards adults which put up remarkable numbers.
 - b. SWPL's Halloween Tot parade had rain the day of. It was moved inside the library and still brought out 80 people. The Teen Halloween Party was also successful and well attended. Jenifer Phillips also runs parties for special needs adults at SWPL and it was one of few places in the community for these types of activities. Philips was already planning a Holiday party for the group.
 - c. A winter light display had been set up in time for November 29. Some board members agreed to add onto it.
 - d. The December 6th Home for the Holiday Storytime would feature "Ms. Winter" and there would be a winter-themed Teen Trivia and well as a stand to make cards in the Winter Village.
6. Special Projects Report: Capital Campaign and Library Renovation.
 - a. The library is still waiting to move onto the Design and Development phase with Keller.
 - b. The library is applying for a Local Share Account Grant through the Commonwealth of Pennsylvania. The Borough will be approving a motion for the grant at the December 1st meeting. The grant is for \$815,000 and is mostly only available for construction costs. Alec requested the board also vote to pass a resolution to apply for the grant. Aubrey moved to approve the application, Jenn seconded, and the motion passed unanimously.
 - c. The launch party felt like a success. Five Board members have pledged or committed and the "case for support" has been created. The committee is ready to begin reaching out to potential donors.

7. Committee Reports:

- a. Finance Committee: Budget and finances are where they should be.
- b. Nominating Committee: Elizabeth Taylor was nominated for a position on the Board who would take on the role of Treasurer. Jenn moved to approve the nomination, Dianne seconded and the motion passed unanimously.
- c. Personnel: The committee would be meeting with Alec in December.
- d. Fundraising: The committee would be meeting regularly to plan and acquire more sponsors for the All In on The Library event.

9. Delaware County Library Board:

- a. Next meeting would be staffed by Jenn, Quincy, or Aubrey depending upon availability.

10. Old business:

- a. None

11. New business:

- a. The 2026 Holiday schedule for the library was presented for Board approval. Jess made a motion to approve it, Maura seconded it, and the motion passed unanimously.

Adjournment

Jess made the motion to adjourn the meeting, Quincy seconded, the motion passed unanimously.