

Board of Trustees Meeting
December 17, 2025 - 7:15 PM

A closed executive session from 6:45pm.

1. Roll Call: Alec Staley, Aubrey Ludwig-Ellman, Jess Massey, Dianne Hull, Beth Brown, Quincy Carpenter, Jenn McNamara, Elizabeth (Libby) Taylor, Maura Cullen. Absent: Tom Melvin
2. Call to order. 7:16pm
3. Approval of Meeting Minutes: November 18th, 2025. Motion Jenn, Second Dianne, all in favor. Minutes passed.
4. Friends of the Library Report: Beth Fitzsimons. 4,982 book and bake sale total from November sale. The Friends are now accepting electronic payments via square for Bake Sale only. Beth Fitzsimons did an inventory of Friends' bylaws to update. Mission statement remains the same, but terms of officers has been limited to two 4 year terms. Beth shared that bylaws include the director and a designated representative of the Board to sit on the Friends board as an ex-officio. Jan 22nd is the Friends' annual meeting.
5. Library Director's report:
 - a. November 2025 Numbers Report - Circulation down. Book supplier (Ingram) has had significant delays with their warehouse. Our orders are now 7 weeks behind. It impacted the entire system and some libraries saw larger decreases in circulation. Using Amazon as a stop-gap. Programs and door counts are strong. People are sitting and staying.
 - b. Fine Free Discussion - fines make up 1% of the budget. Fines take up a lot of staff time, and can lead to poor customer service. Would waive all existing fines. Springfield, Media, Newtown Square, and Upper Darby are fine-free. Overdue notices will continue. Beth asked about overdue vs. lost timeline. Feb 2nd would go into effect. Beth asked for motion- Aubrey. Second - Quincy. In favor- all.
6. Special Projects Report: Library Renovation
 - a. Updates
 - b. LSA Grant Submitted - currently with the commonwealth of PA. In request for \$815,000 we will hear by November 2026.
7. Committee Reports:
 - a. Finance Committee (Libby, Tom):
 - i. November financial summary. Libby will be onboarding.
 - ii. 2026 Friends Request. Motion to Dianne, Aubrey second, all in favor of putting forward a 72,000 ask for Friends to cover collections and programs for 2026.
 - iii. 2026 Operating Budget - motion to approve with 3,9270 in misc. Quincy motioned, Jess seconds. All in favor - yes.
 - b. Fundraising/Development Committee (Maura/Jenn/Jess/Quincy/Tom):
 - i. 320 - Library did not win the give back night.
 - ii. Casino Night 2026- save the date for Saturday January 31st from 7-10pm. Things are moving forward. 68 tickets sold. 14,000 raised so far.
 - c. Personnel and Policies Committee (Jenn/Jess/Libby):

- i. Updates- Jenn and Jess meeting with Alec on Friday to discuss his performance, review 1 year in role, and compensation.
- d. Nominating Committee (Jess/Maura): all positions filled
 - i. Updates - Beth shared a welcome with Libby and thanked the board for their efforts and shared the Board is in great shape.
- e. Capital Campaign Committee
 - i. 100% Board Commitment Pledge/Gift (Currently at 88%) - goal is 100% Board participation by end of year
 - ii. Updates - Meetings have started and are going well.

8. Old business:

9. New business:

- a. Voting on Elizabeth (Libby) Taylor for the Treasurer Position and to be given access to PNC and Morgan Stanley, Jess motioned, Dianne second. All in favor - yes. Opposed- none.
- b. 2026 Board Schedule - 2026 schedule has been set. Jenn shared April 21st will be her last board meeting before leaving the board.
- c. Next DCL Board meeting:
 - i. Thursday, February 19, 2026 - Aubrey will attend. Beth will be back up.

10. Public comment: none

11. Adjournment: 8:45pm. Quincy motioned, Jess seconded.

Next meeting: Tuesday, January 27, 2025 at 7:15pm