



PAOLI LIBRARY

A TREDYFFRIN TOWNSHIP BRANCH LIBRARY

February 2023 Branch Manager's Report

Personnel

Half of the Paoli staff was out with Covid the week of February 13, including two of the three people with person-in-charge status, Sarah Roeske (children's librarian) and Amanda Evert (circulation and office manager). We are required to have two people in the building, one of them a PIC, so staffing was a major challenge. Thanks to our dedicated healthy staff members, plus emergency coverage from Tredyffrin colleagues and trusted Paoli volunteers, we were able to remain open normal hours except for Wednesday, February 15, when we opened at 11:00.

Our newest part-time employee, Jonathan Chung, started on Monday, February 20. Jonathan was hired in early December, but his start date could only be scheduled when he had all the necessary clearances.

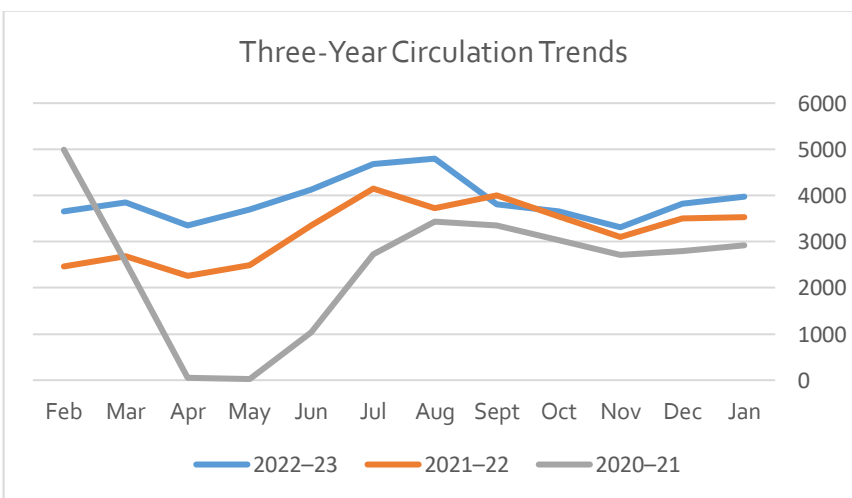
Children's Services

Attendance is on the rise for in-person programming, with events such as Family Storytime and Breakfast & Books filling up our little meeting room. Sarah also continues weekly outreach programs at Show 'n' Tell daycare and Royer Greaves School for Blind.

Sarah has been adding new books and new languages to our small collection of foreign-language children's books. We already had a core collection of books in German and Spanish, acquired when we had volunteer-led storytimes in those languages. Based on requests from current storytime families, we have now added books in Russian and Japanese. These parents then spread the word in their own communities, introducing other families to library resources and programs.

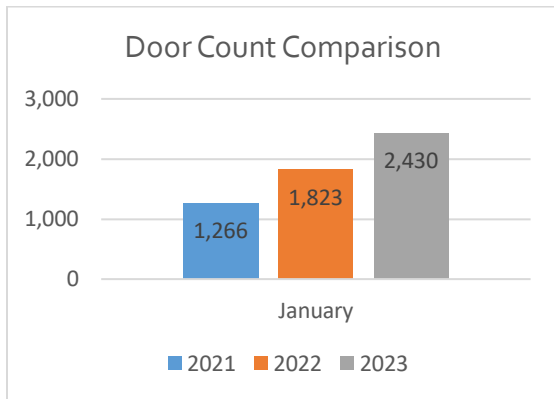
Circulation

January 2023 circulation was up 13% over January 2022 and 36% over January 2020.



Door Count

The door count for January 2023 was 33% higher than for January 2022 and nearly double that of January 2021.



Facilities

Willistown Township has given the library a generous donation of \$17,210 from their American Rescue Plan Act funds. With that donation we are planning to upgrade our remaining fluorescent lights to LEDs, purchase new patron seating and furniture for the children's department, and renovate the meeting room with new storage units and other furnishings.

Our first purchase was two classroom-grade [rocking chairs](#) which I hoped would help with the sensory needs of an autistic patron who uses our computers daily. His excited rocking on our regular chairs is noisy and alarming for other patrons, and it wore a hole through our carpet. The effect of the new chairs has been nothing short of miraculous. The patron is much quieter and calmer, which makes the whole atmosphere calmer.

Facilities Planning

The question of Paoli Library's lease remains open, which leaves the future of the library uncertain. The original lease was for 30 years, but it was renewed for only 10 years, and will expire in 2025. A copy of our 2011 renewal inquiry to Wells Fargo is included below for reference. Facilities planning for both libraries will be an important concern for the board.

Respectfully submitted by

Beverly Michaels

Branch Manager

February 21, 2023

Corporate Properties Group
Wells Fargo

To Whom It May Concern:

Paoli Library currently occupies part of your property at 18 Darby Road, Paoli PA, which is parcel #4309L02660000 in Tredyffrin Township.

Our lease with the bank ends in 2016, so we need to be plan now for the future of the library. Paoli Library serves as a de facto community center for the village of Paoli, and our location here, in walking distance of the train station and many residential areas, has served us well for over 100 years. We have always enjoyed a mutually beneficial relationship with our bank landlords, both Wells Fargo and its predecessors, since bank customers are all potential library users, and library users are all potential Wells Fargo customers.

As we look to the future, we need to have a clear picture of all our options—including renewing or extending the lease, as well as possibly expanding on our existing space. A 2003 needs assessment recommended that we should have at least double our current square footage, so among the options under consideration would also be building (or renovating an existing structure) in another location in downtown Paoli.

To summarize the questions that can only be answered by Wells Fargo:

1. Would Wells Fargo be willing to renew the current lease, and if so, for how long?
2. If the lease were renewed, would it be under the current terms? Or would you require that it be renegotiated?
3. Would you be willing to extend the current lease on a month-to-month basis (if, for example, we experienced a delay in occupying a new facility)?
4. Would you be open to an expansion of the library in its current location (either by reallocating space from the bank to the library; or by expanding the actual building into the courtyard or an adjacent lot)?

Tredyffrin Township already has a dedicated bond issue that will provide the basis for funding a future home for Paoli Library. As their budget process moves forward and they explore various options, they will no doubt be asking the questions above, so we hope to have your answers at your earliest convenience.

Thank you in advance.

Sincerely,



Beverly Michaels, Branch Manager