

TREDYFFRIN TOWNSHIP LIBRARIES  
Minutes of the Board of Trustees (BoT)  
Thursday, August 24, 2023  
7:30 PM at Tredyffrin Library

The meeting dates for the year were advertised in the 12/13/2022 issue of Daily Local and the 12/11/2022 issue of the Main Line Suburban. The meeting dates for the year were published on the Township website by 12/31/2022 and were printed in the Township's newsletter 01/31/2023. The agenda was posted at the main entrance to the Library and published in the Daily Local on 08/14/2023. Copies of the agenda were made available for the public in attendance at the meeting.

**Presiding:** Anthony Ferris, President

**Board Members Present** (constituting a quorum):

Rob Croner  
Anthony Ferris, President  
Un Kyong Ho (via Zoom)  
Christa Melotti  
Rob Rose, Treasurer  
Nancy Talley, Vice President  
Jennifer Whip, Acting Secretary  
Helen Yao

**In Attendance:**

KS Bhaskar, Tredyffrin Township Board of Supervisors  
Kate Currigan, Friends of TPL  
Valerie Green, Assistant Director & Head of Technical Services  
Mallory Hoffman, Library Director (via Zoom)  
Marianne Hooper, Adult Programming and Community Outreach  
Rachel Kramer, Fundraising Associate

**1. The meeting was called to order at 7:34 pm by Anthony Ferris, President**

## **2. ANNOUNCEMENTS**

- See meeting agenda.
- There continue to be four openings for the Library Foundation Board. There are two candidates making their way through the approval process. Both are being considered for the open Treasurer position. The board discussed the process for interviewing and clearing candidates for the board.

## **3. PUBLIC COMMENT ON AGENDA**

None.

#### **4. ADOPTION OF AGENDA**

Adoption of the agenda was unanimously approved upon motion by Mr. Rose, seconded by Ms. Whip.

#### **5. CONSENT AGENDA**

Minutes from the June 22, 2023 meeting were approved upon motion by Mr. Rose, seconded by Ms. Yao.

#### **6. REPORTS**

##### **A. Director's Report – Ms. Hoffman**

Written report submitted to Dropbox.

The roof work is scheduled to be completed by the first week of September 2023. The contractor has accepted responsibility for the damage inside the library and will take the lead in making the repairs. No insurance claims need to be made.

Another HVAC unit has failed. This one serves the King room, and this has affected the library's ability to host programs in that space. It will take about four weeks to replace this unit.

There have been two community conversations on the Banned Books topic. A banned-books book club is forming and will begin to meet in October.

Ms. Hoffman is discussing with her staff the need for a committee to support the review of questions that arise from the community regarding the library collection. The proposed committee would consist of library patrons who would agree to read the book and make an assessment based on the question raised. The board discussed whether there should be a limit on the number of reviews made per book and responsibility for the books in the collection and agreed that this responsibility resides with the Board of Trustees.

Ms. Hoffman reported on circulation and other matters in her monthly report. The summer reading programs were very popular. Programming numbers are up overall.

Ms. Yao reported on the Pride in the Park event scheduled for September 24<sup>th</sup>. The library will be co-sponsoring the event from 1-3 pm with the Easttown Library. It will be held at the Tredyffrin Library and the adjacent Strafford Park. Staff provided an information sheet on the program.

## **Branch Manager's Report - Ms. Michaels**

Written report submitted to Dropbox.

## **Friends of TPL - Ms. Currigan**

The August book donation day has been cancelled due to the HVAC issues in the King Room. The next book donation day will be held on September 24, 2023. The Friends continue to process the donations made in July.

Ms. Currigan reported that Vanguard Corporation wants to start a program to collect books and to distribute to libraries including Tredyffrin. The company has 12,000 volunteers, a warehouse, and the ability to offer skills as needed. Divisions at the company may want to establish team building events, and we may be able to get people who want to come and help (for the sales or book organizing).

## **Results of the Board Meeting Poll – Ms. Kramer**

Ms. Kramer reported that the survey completed by the Board of Trustees to evaluate the meeting dates was inconclusive. There was strong interest in having the meetings Wednesdays but one board member cannot join on Wednesdays. The decision was made to keep the meetings on Thursdays.

## **7. FINANCIAL MATTERS**

### **Treasurer's Report - Mr. Rose**

Reports were submitted to Dropbox. Mr. Rose led a discussion about how to use any unused money at year end and to consider options for capital expenditures desired by the library. Ms. Currigan suggested on behalf of the Friends that the Library consider sponsoring more well-known writers or other speakers that would attract more members of the community.

### **Fundraising Report – Ms. Kramer**

Reports were submitted to Dropbox. Ms. Kramer asked the board to provide raffle items and a bottle of wine for the wine basket that will be raffled at the Golf Outing on October 2, 2023. Ms. Talley offered suggestions to the board for how to obtain raffle items.

## **8. OLD BUSINESS**

Ms. Hoffman reported that Foundation accounts have been converted to interest-bearing accounts.

## **9. NEW BUSINESS**

Ms. Whip was voted in as the new permanent board secretary.

System Advisory Council – quarterly meetings, need a back-up (which has been Valerie). Anthony Ferris moved, Ms. Whip second, motion approved.

Foundation updates were provided earlier in the director's report (see above). In addition, Mr. Rod Herrell is resigning from the Foundation Board. Mr. Ferris and Mr. Croner will meet with the candidates.

Ms. Hoffman presented updates to the Unattended Children Policy. Mr. Croner submitted a motion to approve, which was seconded by Ms. Talley and approved by the Board.

Ms. Whip recommended that the DropBox folders be reorganized which the Board informally agreed should be completed.

Mr. Bhaskar reached out to Willistown Township to request a board member to fill the role vacated by Ms. Pauciulo. Once identified, the candidate will be interviewed by the Board of Trustees and recommended to the Tredyffrin Board of Supervisors which will vote to approve.

#### **10. TREDYFFRIN TOWNSHIP SUPERVISOR COMMENTS**

None.

#### **11. PUBLIC COMMENT**

None.

#### **12. ADJOURNMENT**

The meeting was adjourned at 9:31 pm.

Next meeting: September 28 @ 7:30 pm at Tredyffrin Library.