

TREDYFFRIN TOWNSHIP LIBRARIES
Minutes of the Board of Trustees (BoT)
Thursday, February 22, 2024
7:00 PM at Paoli Library

The meeting dates for the year were advertised in the 12/14/2023 issue of Daily Local and the 12/24/2023 issue of the Main Line Suburban. The meeting dates for the year were published on the Township website by 12/31/2023 and were printed in the Township's newsletter 01/31/2024. The agenda was posted at the main entrance to the Library and at the main entrance to the Township Building. Copies of the agenda were made available for the public in attendance at the meeting.

Presiding: Rob Croner, President

Board Members Present (constituting a quorum):

Kristin Dormuth
Marianne Murphy
Rob Rose, Treasurer (via Zoom)
Stacy Stone
Nancy Talley
Jennifer Whip, Secretary (Via Zoom)

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
Rachel Kramer, Fundraising Associate

1. The meeting was called to order at 7:07 pm by Rob Croner, President

2. ANNOUNCEMENTS

- See meeting agenda.
- There two openings for the Library Foundation Board. Applicants may apply through the library website under employment opportunities. Discussion about applicants.
- The Board of Trustees has one opening on the Board.

3. PUBLIC COMMENT ON AGENDA

- None.

4. ADOPTION OF AGENDA

- Adoption of the agenda was unanimously approved.

5. CONSENT AGENDA

- Revised minutes from the January and December meetings were unanimously approved subject to one revision to correct the attendance of Valerie Green to “in person.”

6. REPORTS

A. Director's Report – Ms. Hoffman

- Chiller arrived but the older chiller was disposed with the circuit board needed to run the new chiller. Work is under way to fix this matter.
- Alexandria Mikvy, planned Marketing Associate, is not joining as planned. Very excited Shane Van Dotti starts Monday and has library experience. He will be working with Rachel Kramer on fundraising events and taking smaller duties off others that have marketing related roles.
- New vending machine installed but it has some quirks. The vendor has been very responsive.
- Beverly Michaels is taking a leave until March 7. Sadly, Ms. Michaels' husband has passed, and Rachel will send her address for cards. Our condolences to Ms. Michaels's and her family.
- Working on state report. Numbers are up across the board.
- Questions arose from the board about coverage at Paoli, and various staff are filling in there in Beverly's absence.
- We are looking to hire someone for Paoli.
- A question was raised about when the lease is up for Paoli (answer: 2026). There was discussion about who takes the lead from the Township and when to begin discussions.
- There was a discussion about space planning at Tredyffrin and potential expansion of the library, specifically for the children's library. Discussion ensued about how the finance committee handles these matters. Expansion may involve expanding the footprint of the library building. There was additional discussion about whether to build toward the parking lot or out the back.

Friends of TPL - Ms. Currigan

- Kate Currigan recognized 15 years for the Friends of the Tredyffrin Library.
- July will be the month in which we celebrate the anniversary.
- Donation day on Saturday. A question was raised about whether there would be one in March. It will depend on the sale.
- The book sale is scheduled for March 15-17. Signs, posters, and social media are under way. The Friends will try to leverage the new library marketing person.

- There was a discussion about the customers of the book sale and a note about having a lot of children's books available.

7. FINANCIAL MATTERS

Treasurer's Report - Mr. Rose

- Reports were submitted to DropBox.
- Mr. Rose shared the new format for the financial summary.
- Expenses are down in libraries, so the libraries are ahead of plan by \$16k for January.
- Article 4 states that no officer can serve for more than four years. Rob reported that his term expires at the end of next week. However, not approved for role until July.
- There was a discussion about whether the bylaws need to be revised/updated and what limitations may be in place at the CCLS, township, county, and state levels.
- Rob indicated that the bylaws will need to be revised.
- There was a discussion about expenses and why these were so low. Responses included days closed, lower comp levels, etc.

Fundraising Report – Ms. Kramer

- Report was submitted to DropBox.
- Discussion about donations that are directed to Tredyffrin and not Paoli. We may want to adjust to make sure that Paoli gets funds due to it.
- Mini-golf committee is moving along, working on sponsors, and designations for decorating the hole to promote businesses. There will be a few holes at Paoli too. Bhaskar reminded Rachel Kramer that the BOS will need to approve any alcoholic beverages.
- Judy DiFilippo will serve as an advisor to the committee.
- Discussion ensued about a possible chair.
- Ms. Kramer has been working on the annual report for the township and the legislative breakfast.
- Donor panels will be updated for the lobby soon.

8. OLD BUSINESS

- The elevator was fixed. Waiting on inspection company to come out and inspect it. Discussion about the cleanliness of the elevator.
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9. NEW BUSINESS

- Legislative Breakfast invitations have been distributed for April 5, 7:30 am at the Chester County Library. Breakfast will be served.
- There is also a Friends and Trustees Institute scheduled in March. Rob will share the details

- Prospective board member, Peggy Daily, being vetted. She has been a library donor and has marketing expertise. We will invite her to the March meeting to introduce her to the Board.

10. TREDYFFRIN TOWNSHIP SUPERVISOR COMMENTS

- None

11. PUBLIC COMMENT

- None.

12. ADJOURNMENT

- The meeting was adjourned at approximately 8:17 pm.
- Next meeting: March 28 @ 7:00 pm at Tredyffrin Library.