

TREDYFFRIN TOWNSHIP LIBRARIES
Minutes of the Board of Trustees (BoT)
Thursday, April 25, 2024
7:00 PM at Tredyffrin Library
Prepared by Ms. Stacy Stone

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
Peggy McGarrity
Marianne Murphy
Rob Rose, Treasurer
Stacy Stone
Nancy Talley, Vice President (via Zoom)
Helen Yao

In Attendance:

KS Bhaskar, Tredyffrin Township Board of Supervisors
Valerie Green, Assistant Director & Head of Technical Services
Mallory Hoffman, Library Director
Rachel Kramer
Beverly Michaels

Absent:

Jennifer Whip, Secretary

1. The meeting was called to order at 7:03 pm by Rob Croner, President

2. ANNOUNCEMENTS

- See meeting agenda.
- The Tredyffrin Library Foundation board now has two openings on its Board of Directors. There was discussion about whether Foundation board members need to be township residents. The Foundation's current bylaws stipulate that residency in Tredyffrin is a requirement, other than for one member from Willistown. Mr. Rose pointed out that the

Foundation's bylaws are due for review, though, and that this requirement could be changed.

- Ms. McGarrity and Ms. Stone will be invited to attend the next Board Orientation, scheduled for the second half of May.

3. PUBLIC COMMENT ON AGENDA

- None.

4. ADOPTION OF AGENDA

- Adoption of the agenda was unanimously approved.

5. CONSENT AGENDA

- Minutes of the March 28, 2024 meeting were approved with one revision clarifying Ms. Stone was absent.

6. REPORTS

Director's Report – Ms. Hoffman

- The chiller is still not operational, which is a concern with very warm weather approaching. It's slated for repair on Monday, April 29.
- The green roof was leaking but has stopped. The contractor recommends that the stucco be repaired and the membrane under the green roof inspected.
- All departments are preparing for summer reading.
- Board members requested that 2019 figures be added back into the Building Access and Circulation reports for comparison. It was noted that the Senior Key Card sign-up event was the best attended program last month.
- Rob Croner recommended that board members read the CCLS Impact Report, which is available in Dropbox. He pointed out that Tredyffrin Libraries offered the most programs of any of the 16 member libraries in Chester County.

Branch Manager's Report – None

Friends of Tredyffrin Public Library - Ms. Currigan

- The March book sale brought in more than \$3,300, exceeding the goal of \$3,000.
- As of the end of the first quarter in March, book sales have brought in \$16,430. If this pace continues, book sales would total more than \$60,000 by year's end.
- Sam Sorensen has arranged to put up lobby displays at People's Light & Theatre (PLT) about each play they produce. In return, PLT offered comp tickets to library volunteers. The deadline to request tickets was April 22.

- A woman has been buying books from the Red Fox book sales for St. Malachy's, a school in Northeast Philadelphia with a very diverse population. The Friends offered to donate some children's books. One of the Friends volunteers found many diverse books to donate to the school.
- The next donation day is this Saturday, April 27th. Since the March date had to be canceled because of bad weather, donations of all kinds, especially fiction, are needed to restock the book shop's shelves.

7. FINANCIAL MATTERS

Treasurer's Report - Mr. Rose

- Reports are in Dropbox.
- Both libraries were under in revenues and over in expenses in March; however, there's nothing concerning at this point because YTD totals are close, and the decreased revenues are just a timing issue.

Fundraising Report –Ms. Kramer

- Reports are in Dropbox.
- Ms. Kramer announced that the next direct mail appeal is planned for June. She asked that board members make or maintain their solicitation lists. Updates and additions to the lists are due next Friday, May 3.
- Ms. Kris Robie, Former Tredyffrin Supervisor Paul Olson's daughter, has agreed to chair the Mini-Golf fundraiser. Right now, the focus is on obtaining sponsorships. While ticket sales will cover the cost of the event, sponsorships bring in the revenue the library needs. The next committee meeting is on Tuesday, April 30. Board members interested in attending should contact Ms. Kramer.

8. OLD BUSINESS

- **Elevator Update:** Ms. Hoffman reports that the elevator is still working and that the township will take care of maintenance issues going forward.
- **Library Renovations Update:** Ms. Hoffman says they are working on the scope, getting an architect to draw up plans, and developing a budget, but that there is no further update at this time.
- **Solicitation and Charitable Collection Policy** was approved unanimously.
- **Meeting Room Policy** was tabled until May, after a discussion of whether the proposed room rental fees were in line with those of surrounding libraries and whether increases might deter groups from using TPL facilities.

9. NEW BUSINESS

Creation of Library Committees – Rob Croner proposed the following 3 committees:

- A standing committee on Policy/Bylaws
- Ad hoc committees on:
 - Budget Surplus (currently consists of board officers)

- Strategic Planning (to begin in late summer or early fall)

Each committee would consist of 3 to 5 board members and a library staff liaison. Rob will send out more information and an invitation for each board member to sign up for at least one committee.

- Two other committees could also be established at a later date:
 - Building/Resources (including technology)
 - Nominating (focusing on recruitment)

Helen Yao suggested having volunteers join some of the committees, and all were open to that idea.

10. TREDYFFRIN TOWNSHIP SUPERVISOR COMMENTS

- None

11. PUBLIC COMMENT

- None.

12. ADJOURNMENT

- The meeting was adjourned at approximately 8:25 pm.
- Next meeting: May 23rd @ 7:00 pm at Tredyffrin Library.