

TREDYFFRIN TOWNSHIP LIBRARIES  
Minutes of the Board of Trustees (BoT)  
Thursday, May 23, 2024  
7:00 PM at Tredyffrin 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  
Peggy McGarrity  
Rob Rose, Treasurer  
Stacy Stone  
Nancy Talley, Vice President  
Jennifer Whip, Secretary  
Helen Yao

**In Attendance:**

KS Bhaskar, Tredyffrin Township Board of Supervisors  
Valerie Green, Assistant Director & Head of Technical Services  
Rachel Kramer  
Sam Sorensen, Adult Programming Coordinator & Community Outreach  
Jonathan Trice, Director of Reference and Technology

**Absent:**

Mallory Hoffman, Library Director  
Beverly Michaels, Branch Manager  
Marianne Murphy, Board Member

**1. The meeting was called to order at 7:04 pm by Rob Croner, President**

## **2. ANNOUNCEMENTS**

- See meeting agenda.
- Beverly Michaels is retiring on June 30<sup>th</sup>. The board thanks Ms. Michaels and recognizes her many years of service.
- The board unanimously approved laying a personalized brick at the Tredyffrin Library in her honor.

- The Tredyffrin Library Foundation board now has two openings on its Board of Directors. Rob Croner, as President of the Board of Trustees, is one of the board members that dropped the count down to two (versus what was in the agenda).

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

- None.

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

- Adoption of the agenda was unanimously approved.

### **5. CONSENT AGENDA**

- Minutes of the April 25, 2024 were unanimously approved. There was discussion regarding the Sunshine laws and the requirement to achieve a quorum with in-person attendees.

### **6. REPORTS**

#### **Director's Report – Ms. Green**

- The chiller is working but there are some continued humidity issues.
- The Staff are doing well.
- The Township is working on finding a replacement for our former landscaper which tended the flower beds and edging. The Township does the mowing of the grass.
- As requested by the Board, 2020 and 2019 door count numbers were added to the monthly report. The Board discussed the key performance indicators and asked questions about the relevancy of various metrics for budgeting and funding purposes.
- Marianne asked about ESL programming and the board discussed the importance of continuing to offer programming to support English Language learning.

#### **Branch Manager's Report – Ms. Green**

- Ms. Green provided a brief review of the printed report.
- A board member inquired about the lease renewal for the Paoli branch which the board believes expires in 2026.
- Ms. Kristin Dormuth volunteered to run the Friends of the Paoli Library with Kay Carr stepping down from that role. The board expressed its appreciation for this offer and recommended that Peggy coordinate dates, etc. with Kate Currigan to ensure the two Friends organizations do not have overlapping programs (such as book sales).

#### **Friends of Tredyffrin Public Library - Rob Croner for Kate Currigan**

- The Friends held a donation day last Saturday.
- The next donation day is June 7<sup>th</sup>.
- The March sale went well.

## 7. FINANCIAL MATTERS

### Treasurer's Report - Mr. Rose

- Reports are in Dropbox.
- The library is over budget year-to-date due to specific categories that include capital outlays (computer equipment, office furniture). Mr. Tryce reminded us that money was left over from 2023 and was earmarked for these expenses.
- Discussions have begun on budgeting for 2025.
- There is a budget subcommittee that will be looking more closely at the budget and available capital funds.  
Mr. Rose indicated that he intends to provide a forecast going forward.
- Mr. Croner suggested having a financial primer for board members.

### Fundraising Report –Ms. Kramer

- Reports are in Dropbox.
- Flite provided a reimbursement grant for the Maker Space of \$5,000, in addition to \$1,400 provided for summer reading programming.
- Sponsors are coming in for the Mini-Golf tournament. Several sponsors have indicated larger support because this event will be available to the whole community.
- Rachel gave details about the November adult Par-tee and the Communi-tee
- Filmiamo giving us three videos in exchange for a sponsorship-in-kind). Details are in Ms. Kramer's report.
- The donor reception is on Friday, May 31, and Ms. Kramer encouraged the Board to attend.
- Ms. Stone and Ms. McGarrity shared details about the library briefing they attended with Ms. Hoffman and Ms. Green.

## 8. OLD BUSINESS

- **Elevator Update:** Ms. Green reports that the elevator is still working, and the Township is doing ongoing maintenance, for which the library is grateful.
- **Library Renovation** – no new items to discuss
- **Meeting Room Policy** – The Meeting Room Policy was unanimously approved following a discussion about the for-profit pricing levels and the low level of usage by such entities.
- **Creation of Library Committees** – Rob Croner reported that the following three committees have been formed and members were identified in email:
  - Policy/Bylaws
  - Strategic Planning
  - Budget

## 9. NEW BUSINESS

- The Library website is being completely redesigned and Mr. Tryce indicated that the Library hopes to launch next month.

## 10. TREDYFFRIN TOWNSHIP SUPERVISOR COMMENTS

- Mr. Bhaskar will miss next month's meeting due to family travel

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

- None.

#### **12. ADJOURNMENT**

- The meeting was adjourned at approximately 8:38 pm.
- Next meeting: June 27th @ 7:00 pm at Tredyffrin Library.