

TREDYFFRIN TOWNSHIP LIBRARIES
Minutes of the Board of Trustees (BoT)
Thursday, June 27, 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
Peggy McGarrity
Rob Rose, Treasurer
Stacy Stone
Nancy Talley, Vice President
Jennifer Whip, Secretary
Helen Yao
Marianne Murphy, Board Member

In Attendance:

Kate Currigan, Friends of Tredyffrin Library
Valerie Green, Assistant Director & Head of Technical Services
Mallory Hoffman, Library Director
Beverly Michaels, Paoli Branch Manager
Sarah Roeske – Paoli Children's Librarian
Joe Sherwood, Executive Director, Chester County Library System
Toni Woods, Prospective Board Member
Murph Wysocki, Supervisor, Tredyffrin Township Board of Supervisors

Absent:

KS Bhaskar, Tredyffrin Township Board of Supervisors

1. The meeting was called to order at 7:18 pm by Mr. Croner, President following a well-deserved recognition of Beverly Michaels, who is retiring as the Branch Manager in the Paoli Branch.

2. ANNOUNCEMENTS

- The Tredyffrin Library Foundation board now has two openings on its Board of Directors.

3. PUBLIC COMMENT ON AGENDA

- None.

4. ADOPTION OF AGENDA

- Adoption of the agenda was unanimously approved.

5. CONSENT AGENDA

- Minutes of the May 23rd meeting were unanimously approved.

6. REPORTS

Director's Report – Ms. Hoffman

- Lots of programs for the summer are under way. There is a learning curve with the Maker Space, but that will work itself out.
- Applications for Ms. Michaels' position are coming in. We have big shoes to fill, and Ms. Hoffman will start interviewing shortly.
- Mr. Croner asked Mr. Sherwood for some perspective on our reporting and whether we are keeping an eye on the right things. Joe recommended that library reporting include:
 - Direct service area
 - Local financial effort (spend on the library, except capital expenditures)
 - Market value multipliers
 - Customer touch.

25% of the budget dollars from Chester County funds for each library are based on these four metrics. These items may not tell us whether we are serving our community, and we shouldn't just keep an eye on just these four items. The formula is reviewed every two years and for the current year uses 2023 data. Funds come in based on state and county taxes. A library may see a change from year to year in funding, but it won't vary up or down by more than 5% formulaically. This helps smooth out yearly changes, but it results in a catchup usually in the following year. State and County appropriations (not mandated) flow through this process. Select libraries/townships have a mandated budget for the library, but not Tredyffrin.

Branch Manager's Report – Ms. Michaels

- Ms. Michaels asked that someone take on the 150-year celebration for the Paoli Library.

Friends of Tredyffrin Public Library - Ms. Currigan

- March book sale was successful, with over \$3,000 in net profit.
- Donation day was this past Saturday. We did not advertise heavily because we didn't have the room for a lot of new books. It looks like we brought in ~2,000 books, but we typically get 3,500 books. We need more fiction books.
- The next donation day is on July 27.

- Ms. Currigan handed out a schedule of book sales and donation days.
- This year is the 15th anniversary of the book shop.
- 7 Conestoga students have volunteered for the summer, all freshmen and one sophomore.
- Ms. Dormuth announced that she cannot manage the Paoli Friends and remain on the BOT, so there was discussion about whether to combine the Friends organizations. We should bring up with Rachel Kramer when she is back. Mr. Sherwood volunteered some perspective from other libraries and the challenges that may arise in efforts to combine.

7. Committees

- Mr. Croner announced the new committees with Ms. Murphy taking on the planning committee, Ms. Stone leading Bylaws, and Mr. Croner leading Budget Surplus committee.
- Ms. Stone asked Mr. Sherwood about a template for bylaws, and he indicated that there is not one, but that the library directors have access to all the bylaws by library.
- Mr. Rose brought up the idea of “Associates” as non-voting attendees of the Board. This role would create a list of future board candidates. Mr. Wysocki said this is done with the EAC and historical commission.

FINANCIAL MATTERS

Treasurer’s Report - Mr. Rose

- Reports are in Dropbox.
- Mr. Rose pointed out that 80.3% of budget comes from the township
- Mr. Rose went through the forecast that was distributed

Fundraising Report –Ms. Hoffman for Ms. Kramer

- Reports are in Dropbox.
- The miniature golf tournament is officially “in-the-black” financially with sponsorships procured to date.
- The Donor Reception on May 31 was well attended and lovely.

8. OLD BUSINESS

- **Elevator Update:** L&I gave us a pass on the elevator. Koni is the library maintenance company.
- **Library Renovation** – Ms. Hoffman is scheduled to meet with Joe DiRocco on July 11 and will have an update then.
- **Chenoweth Bequest** – Discussion revolved around the timing of the grant and how to plan for its use in January 2025.

9. NEW BUSINESS

- Ms. Michaels and Ms. Hoffman met with Wells Fargo to address transferring signature cards for the Paoli Branch with plans to remove Ms. Michaels and replace with Ms.

Hoffman and Ms. Green. Wells Fargo required a board resolution, so the attached was unanimously approved in order to provide to Wells Fargo.

- Ms. Hoffman met with Mr. Bill Martin about the Paoli lease and learned that the lease now expires in 2027 because Wells Fargo didn't sign the lease until 2017 (instead of 2016). Given the additional time, the discussions about the lease will be tabled until a later date.
- The Foundation bought a CD to improve investment returns for a portion of its endowment given the higher level of interest rates at this time.
- Meeting Room Policy came back for revision to address a minimum age of renter and to remove the "in perpetuity" language. The existing approved policy will be amended when revised. Mallory will clean it up and resend out for review.

10. TREDYFFRIN TOWNSHIP SUPERVISOR COMMENTS

- Mr. Wysocki extended congratulations to Ms. Michaels on behalf of the Township on the occasion of her retirement.

11. PUBLIC COMMENT

- None.

12. ADJOURNMENT

- The meeting was adjourned at approximately 8:29 pm.
- Next meeting: July 25th @ 7:00 pm at Tredyffrin Library.