

TREDYFFRIN TOWNSHIP LIBRARIES
Minutes of the Board of Trustees (BoT)
Thursday, July 25, 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, via
Zoom
Jennifer Whip, Secretary, via Zoom
Helen Yao

In Attendance:

Kate Currigan, Friends of Tredyffrin Library
Valerie Green, Assistant Director & Head of Technical Services
Mallory Hoffman, Library Director
Rachel Kramer, Fundraising Associate
Sam Sorensen, Adult Programming Coordinator & Community Outreach
Jonathan Trice, Director of Reference and Technology
David Miller, Tredyffrin Township Board of Supervisors

Absent:

Marianne Murphy, Board Member

1. The meeting was called to order at 7:01 pm by Mr. Croner, President.

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 June 27th meeting were unanimously approved.

6. REPORTS

Director's Report – Ms. Hoffman

- Ms. Green and Ms. Hoffman interviewed candidates for the Paoli Branch Librarian last Thursday. They hope to have someone in place by the end of August 2024. There were a total of six interviews, resulting in three strong candidates.
- The library expansion project is under way. Library staff have created a Google form to capture ideas that we should consider, including from staff. Ms. Hoffman and others met with four architectural firms. This included three local companies as well as one large firm. One architect designed the Upper Dublin library and seemed quite knowledgeable about the library environment. Mr. Croner asked whether there were more than one type of proposal (i.e. work with existing structure, expand, or tear down). Supervisor Miller talked about how expensive the existing library building is to maintain. Proposals are due on August 7th. Ms. Hoffman hopes that staff input will be considered in the proposal. Mr. Trice pointed out that this building is considered a significant building in the United States, and we should consider that in the final decision. There was discussion among the board about the merits of various proposals. The board agreed that further discussion was warranted.
- Ms. Hoffman referenced other written reports including the maker space, and a report on the Paoli branch.
- The library now has open hours in the maker space on the weekends. It needs to be scheduled by appointment.
- Circulation is up in Paoli.

Friends of Tredyffrin Public Library - Ms. Currigan

- Ms. Currigan commended the volunteers helping the Friends for the summer (Six volunteers for the summer, including five students from Conestoga). The younger people are a great asset, including heavy lifting, and willingness to assist in various ways.
- Ms. Currigan commented on the Red Fox Book Shop's impact on the community, including recycling used books and generating revenue that benefits Library programming and other needs.
- There is a donation day from 10-2 on Saturday. Ms. Currigan indicated that the book shop does not need as many books right now. We normally get between 3-5 thousand per day, but we are being a little quiet right now.
- Teenager volunteers were impressed with the Amazon sales.

- Discussions about combining the Tredyffrin and Paoli Friends organizations continue. However, the decision was made to wait until the Paoli Branch Manager is hired before considering this further.
- The Red Fox Book Shop is celebrating its 15th anniversary this year, and Ms. Currigan indicated that the Friends are hoping to have an event in October to mark the occasion.
- Mr. Trice thanked the Friends because the maker space wouldn't be what it is without the Friends' substantial contributions.
- Ms. Currigan reminded participants that volunteers get discounts on books purchased in the Red Fox Book Shop.

7. Committees

- Ms. Stone hosted the Board's first Bylaws and Policy Committee meeting on July 25th. The committee discussed policies the Library and Board are required to have, along with others that we might want to consider having. Ms. Stone reported that the committee will focus on two policies and meet before the next monthly meeting to make recommendations to the programming and collection development policies. Mr. Croner thanked Ms. Stone for her leadership in initiating this work.
- Mr. Croner indicated that due to Ms. Murphy's absence there would not be an update from the Planning Committee.
- Mr. Rose provided an update on the Budget Surplus Committee's work to consider options for unallocated budget dollars. There are many considerations, including whether these decisions might result in a precedent.

FINANCIAL MATTERS

Treasurer's Report - Mr. Rose

- Reports are in Dropbox.
- The Library obtains 80% of its funding from the Township, with additional funding from Chester County. However, there is always a shortfall which requires community contributions, including payments from the Foundation and donations from the Friends.
- Mr. Rose reviewed the budget year to date and indicated that the Library is in fine shape.
- Mr. Rose also referenced the forecast document that was included in Dropbox.

Fundraising Report - Ms. Kramer

- Reports are in Dropbox.
- Gifts seem to be coming in slowly, but June tends to be slow.
- The Mini golf tournament is doing well with sponsorships, even though we have not sold tickets to the event yet. The event has made \$9,000 to date. All 18 holes have decorators, There are some non-profits that will be decorating. We do not have a \$5,000 sponsor.
- Ms. Kramer reported that Ms. Murphy has a detailed spreadsheet for the raffle and donations are coming in.
- The sponsor providing a video donation has begun taping within the library.
- Ms. Kramer has materials available to the Board for soliciting sponsors and raffle donations.

- Ms. Kramer described how to guide decorators of holes and encouraged decorators to develop a plan and provided guidelines. She further estimated that event attendance is expected at 300-500 people.

8. OLD BUSINESS

- The Board approved a resolution for Ms. Green and Ms. Hoffman to be added to the financial accounts for the Paoli Branch (replacing Ms. Michaels who retired last month).
- The Board approved the previously distributed (and updated) Meeting Room policy.

9. NEW BUSINESS

- Mr. Trice and Mx. Sorensen demonstrated the new website. A survey will be sent to users in order to request feedback. The site has been designed to be ADA compliant.

10. TREDYFFRIN TOWNSHIP SUPERVISOR COMMENTS

- No comments

11. PUBLIC COMMENT

- None.

12. ADJOURNMENT

- The meeting was adjourned at approximately 8:32 pm.
- Next meeting: August 22th @ 7:00 pm at Tredyffrin Library.