

THE HAVERFORD TOWNSHIP FREE LIBRARY ASSOCIATION
1601 Darby Rd, Havertown, PA 19083
Board of Trustees Meeting Minutes (Final)

DATE: November 19, 2025

ATTENDING: Margaret Fox-Tully, President
Debbie Cella, Treasurer
Scott Lowe, Trustee
Regina Colantonio, Trustee
Susan Sternberg, Staff

Maryanne Olson, Director
Donna Reeves, Staff
Maggie Esteves, Staff
Julie Schultz, Staff

EXCUSED: Alyce Callison, Deb Morley (Attended Required DCL Trustee Training)

PUBLIC: NONE

The meeting was called to order by Margaret Fox-Tully at 7:03 PM.

PUBLIC COMMENT: NONE

APPROVAL OF MINUTES: Motion: To approve the minutes of the October 15, 2025, Regular Board Meeting. Proposed by Scott Lowe, 2nd by Debbie Cella. Unanimously approved.

COMMITTEE REPORTS:

Finance Committee: Deb Cella

Debbie Cella reviewed both the October Balance Sheet and Income Statement for the year-to-year comparison and the year-to-date vs. projected budget comparison. She reported on recent revenue and expenditures, indicating that the library remains in a good financial position with an operating surplus. Form 990 was due on November 17 and submitted on time. Finance Committee is working on Preliminary Budget for 2026.

Building Committee: Scott Lowe

Scott Lowe reported that the Building Committee met for the monthly meeting to discuss status of the comprehensive punch list items. The old bank window near the front circulation desk left exposed for historical purposes may be encapsulated. Historical murals or other artwork will be another project for two-story area around elevator facing front window. Solar installation has been completed.

Fundraising Committee: Maggie Esteves

Maggie reported that an anonymous gift for Capital Campaign was received. Board congratulated Maggie on a job well done exceeding campaign goals. The Dewey Decimal Dash met expectations with over 200 participants and many sponsors. The Annual Appeal campaign will be mailed the first week of December.

Governance Committee: Regina Colantonio

Regina reported in Alyce's absence that the committee is looking into the concept of Trustee Emeritus to include in the by-laws. By-law edits continue with changes the Board composition from 7 to 9 members as well as term limits to a standard 2 terms of 3 yrs. each.

PRESIDENT'S REPORT: Margaret Fox-Tully

Margaret Fox-Tully warmly welcome Maryanne Olson to the position of Library Director on behalf of the Board. Thanked Susan Sternberg for her work as Interim Director during this transition.

DIRECTOR'S REPORT: Susan Sternberg

Susan Sternberg presented her final Interim Director Report to the Board as Maryanne transitions in to her new position this week. Susan reported the staff is thrilled to meet Maryanne as she is fitting right in to the role.

Also, exciting to report, the Library website will be re-designed to be more streamlined and functional. In addition, careful collection analysis is occurring to look at formats that may no longer be circulated. A new collection is the process of being catalogued for a Library of Things that includes items from games to tools. Susan has been very happy to work with the great staff at this Library as well as assist through the transition.

Library Statistics

	September 2024	September 2025
Annual Appeal (Campaign to date and YTD)	\$42,757 (11/18/23-9/30/24) \$12,383 (1/1/24-9/30/24)	\$38,011 (11/18/24-9/30/25) \$10,922 (1/1/25-9/30/25)
Patron Visits to the Library	4,751	9,996
Number of Patrons Checking Out HA Materials (includes HA patrons checked out through DCL)	2,673	4,040
Number of Physical HA Items Checked Out	8,761	13,056
Number of Digital Items Checked Out (Overdrive/Libby digital items)	9,123	9,954
Youth Programs Hosted	In-person: 19 Passive: 3	In-person: 54 Passive: 10
Youth Program Attendees	In-person: 428 (Children: 211; Adults: 217) Passive: 55	In-person: 1,346 (Children: 688; Adults: 658) Passive: 497
Teen Programs Hosted	In-person: 18 Passive: 0	In-person: 20 Passive: 4
Teen Program Attendees	In-person: 64 Passive: 0	In-person: 49 Passive: 205
Adult Programs Hosted (Including in-person and virtual formats via Zoom)	In-person: 14 Virtual: 5	In-person: 39 Virtual: 5
Adult Program Attendees (Including In-person programs and virtual formats via Zoom)	In-person: 221 Virtual: 48	In-person: 407 Virtual: 74
Maker Space Programs Hosted	--	Youth: 12 Teen: 12 Adult: 12 Passive: 8
Maker Space Program Attendees	--	Youth: 105 Teen: 22 Adult: 59 Passive: 1,293
Total Programs	In-person: 51 Virtual: 5 Passive: 3	In-person: 113 Virtual: 5 Passive: 14
Items Added to Collection	Adult Ordered: 118 Adult Processed: 285 YSD Ordered: 632 YSD Processed: 352	Adult Ordered: 527 Adult Processed: 276 YSD Ordered: 141 YSD Processed: 400
Reference Inquiries (in-person includes over phone and virtually via the website chat)	In-person: 123 Virtual: 18	In-person: 330 Virtual: 38
Book Drop Pickup	YMCA: 359 Items; 159 Patrons CREC: 128 Items; 77 Patrons	YMCA: 568 Items; 237 Patrons CREC: 147 Items; 78 Patrons
New Library Cards Issued	157	255
Study Room Users	--	Youth Services: 156 Adult Services: 343

FRIENDS LIAISON REPORT: Regina Colantonio

Regina reported in Deb's absence that the Friends Public Reading event was well attended. Friends are receiving a lot of donations from the public so Holiday Book Bundles will be offered again this year. For a new membership drive push, they will offer a gift card drawing for new and renewing members as well as other ways to increase membership. Friends are also excited to welcome Maryanne to her new position.

NEW BUSINESS: Board has no changes to the 2026 Monthly Board Meeting Schedule.

OLD BUSINESS: NONE

The meeting Adjourned at 8:39 pm.