

THE HAVERFORD TOWNSHIP FREE LIBRARY ASSOCIATION  
Board of Trustees Meeting (FINAL)

DATE: September 26, 2017

ATTENDING: Phil Goldsmith, President  
Douglas Degenhardt, Treasurer  
Madeline O’Fria, Secretary  
Margaret Fox-Tully  
Monica Boccella  
Rachelle Nocito, Director  
Donna Reeves  
Scot Oldham  
Mary Bear Shannon

ABSENT: Scott Lowe

The meeting was called to order at 7:00.

INTRODUCTORY COMMENTS: Phil Goldsmith spoke about Board of Trustee member, Angela Gasparro, who passed away on September 9, 2017. Phil and Rachelle Nocito talked about Angela’s years of service and dedication to our Haverford Township Free Library, the Friends, and the school district of Philadelphia. A moment of silence was observed.

PUBLIC COMMENT: None

Phil Goldsmith also announced that we received unanimous approval from the Board of Commissioners to move forward with the planning for the building renovation. The building committee will be meeting on October 3, 2017 to resume planning. The timetable is for the Library to shut down at the end of August and reopen for the following summer. This is because the summer is the busiest season for the library and the availability of the township building.

APPROVAL OF MINUTES:

**Motion:** To approve June 21, 2017 Board Meeting Minutes. Proposed by Margaret Fox-Tully, 2<sup>nd</sup> by Madeline O’Fria. Unanimously approved.

**Motion:** To approve July 18, 2017 Board Meeting Minutes. Proposed by Margaret Fox-Tully, 2<sup>nd</sup> by Doug Degenhardt. Unanimously approved.

**Motion:** To approve August 22, 2017 Special Board Meeting Minutes. Proposed by Margaret Fox-Tully, 2<sup>nd</sup> by Doug Degenhardt. Unanimously approved.

## COMMITTEE REPORTS:

**Building Committee:** Rachelle Nocito talked about the issue we are having with the air conditioning. She also explained that we need a new contract with Johnson's Controls, that they prefer a 3 year contract but we want a 1 year contract. The contract will be ready for the board to approve at the October 25, 2017 meeting. Rich Caesar said that the service agreement will be revised and we will be provided with a retainer agreement.

**Finance Committee:** Doug Degenhardt reviewed the 2018 Projected Preliminary Operational Budget, the July Profit & Loss statements and the August Financial Reports. There were no substantive changes in the 2018 Projected Preliminary Operational Budget, and a slight increase in revenue for July and August over last year. Copies of all reports are in your board packet.

**DIRECTOR'S REPORT:** Rachelle Nocito thanked Rich Caesar for all of his work with the air conditioning problems. Phil commended Rachelle and the managers for doing a terrific job with the phone system and air conditioning issues. Rachelle also stated that our summer programs were a huge success, that we had a minimum of 600-700 people every day. Mary Bear Shannon reported on the 5K; we have the permit, route, logo, and web page completed. So far we have raised approximately \$8500. We are looking for more volunteers, we need 50 to 60 for the event. The high school wrestling team has volunteered to help us. We are in need of a truck to help us put up barricades. Brothers Screen Graphics will be doing the Tshirts. We will also have lawn signs and we will be hanging a banner over Darby Rd. too. We have a goal of 200 runners. Scott Oldham reported on the Gala: JPM Caterers is doing the food, Shaffer Sound is providing the DJ, the invitations are finished, CGI did an outstanding job with them and they will be mailed out this Friday afternoon, and the website has been updated. We will be running a shuttle the night of the gala to ease the parking. So far we have raised \$5750 for the gala.

**PRESIDENT'S REPORT:** Phil Goldsmith announced some changes to committees, Phil will now chair the Personnel Committee since Angela Gasparro's passing. Other committee members include Margaret Fox-Tully, Madeline O'Fria, and Scot Oldham. Phil stressed how important these committees are especially with the upcoming renovation. The following are the other changes/additions:

**Capital Planning Committee** – Chairperson is Margaret Fox-Tully, members are Scot Oldham, and a few to be named later as Phil is looking to get some prominent members of the community.

**Board Development and Staff Development Committee** – Chairperson is Margaret Fox-Tully, along with Patty Mungan.

**Public Relations, Advocacy, and Fundraising Committee** – Chairperson Is Madeline O’Fria, members are Don Kelly, Jerry Selber, Nicole Bruno, Mary Bear Shannon, Shannon Connor, and Margaret Fox-Tully.

**Strategic Planning Committee** – Chairperson is Nancy Diamond, members are Joyce Platfoot, Shannon Connor, Joan Mazzotti, Don Kelly, and Jim Brown.

NEW BUSINESS: NONE

**Please note that our next Board meeting will be on October 25, 2017.**

**Motion:** To adjourn, proposed by Margaret Fox-Tully, 2<sup>nd</sup> by Madeline O’Fria. Unanimously approved.

Meeting adjourned 7:56 PM.