

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

DATE: May 16, 2018

ATTENDING: Phil Goldsmith, President
Douglas Degenhardt, Treasurer
Madeline O’Fria, Secretary
Scott Lowe, Vice-President
Monica Boccella
Jim Brown
Margaret Fox-Tully
Rachelle Nocito, Director
Donna Reeves
Patty Mungan
Michele Caesar

ABSENT: NONE

The meeting was called to order at 7:40 PM.

PUBLIC COMMENT: NONE

APPROVAL OF MINUTES:

Motion: To approve April 25, 2018 Board Regular Meeting Minutes. Proposed by Monica Boccella, 2nd by Scott Lowe. Unanimously approved.

COMMITTEE REPORTS:

FINANCE COMMITTEE: Doug Degenhardt went over the Balance Sheet, (Statement of Financial Position), as of April 30, 2018 total assets were \$1,181,184.79 vs \$1,162,497.80 on April 30, 2017 for an increase of 1.61%. Our income for April 2018 was \$103,785 vs. \$102,636 for April 2017, for an increase of 1.1%. Expenses were \$98,820 for April 2018 vs. \$113,226 for April 2017, a decrease of 12.7% mainly due to computer equip/website dev, and conferences, workshops, and meetings. Doug then reviewed the Profit and Loss Year To Date Summary Budget vs. Actual Comparison: Revenue decreased by \$707 over what was projected for 2018, and year to year increased by \$8,725 or 1.5%. Expenses decreased by \$15,888 over what was projected for 2018, and year to year expenses decreased \$524,929; this was due to the \$500,000 contribution to the township for construction. Our Year to Date Net gain is \$256,536 for 2018.

DIRECTOR'S REPORT: Rachelle Nocito explained that the Millennium Circulation System is being replaced with Sierra Circulation. This is provided by the Delaware County Library System and all managers and many staff have signed up for professional development. She gave an update on the Culinary Program and Demo Kitchen. Rachelle announced that Jen Phillips, Teen Coordinator, has been nominated for Librarian of the Year and will be honored by Senator Daylin Leach on May 23rd. The electronic payroll system is being put in place, this is an opportunity to have an improved systematic format for regulating payment to part-time library associates. Rachelle also announce that Yolaine Kaupas will be the Assistant Manager of Children Services while Shannon Connor is out on maternity leave so there will be a fluid transition in this department. An update on Memoriam Funds: to date \$1800 has been donated in honor of James P. Mullarkey, and \$3500 in honor of Salvatore Grande. Also, Rachelle reported that the Behavior Policy has been finalized by the policy committee and is being shared with the Board of Trustees for their review. The policy was rewritten to address such issues as how old a child can be to be left alone in the library, how old a babysitter must be to take children in to the library, etc..

GALA COMMITTEE: Madeline O'Fria reported that the gala will be held on November 3, 2018 at the Lamb Tavern in Springfield. The ticket price will be \$75, which will include dinner and a ticket for one drink, then after that it will be a cash bar. The committee is working on a theme with different ideas being presented, it looks like it will be "Havana Nights". Mary Lou is working on sending out a "Save the Date" card.

ELECTION OF OFFICERS: Scott Lowe presented the slate of officers:

Motion: To elect Phil Goldsmith President of the BOT. Nominated by Jim Brown, 2nd by Margaret Fox-Tully. Unanimously approved.

Motion: To elect Margaret Fox-Tully Vice-President of the BOT. Nominated by Scott Lowe, 2nd by Monica Boccella. Unanimously approved.

Motion: To elect Douglas Degenhardt Treasurer of the BOT. Nominated by Phil Goldsmith, 2nd by Scott Lowe.

Motion: To elect Madeline O'Fria Secretary of the BOT. Nominated by Jim Brown, 2nd by Doug Degenhardt. Unanimously approved.

EXECUTIVE SESSION: 8:25 PM.

MOTION TO ADJOURN: Proposed by Jim Brown, 2nd by Madeline O'Fria. Unanimously approved.

MEETING ADJOURNED: 8:50 PM.