

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

DATE: December 18, 2019

ATTENDING: Margaret Fox-Tully, Vice-President
Madeline O’Fria, Secretary
Debbie Cella, Treasurer
Jim Brown
Alyce Callison
Scott Lowe
Sukrit Goswami, Director
Donna Reeves

ABSENT: Phil Goldsmith, President

The meeting was called to order at 7:01 PM. Margaret Fox-Tully opened the meeting.

PUBLIC COMMENT: NONE

APPROVAL OF MINUTES: **Motion:** To approve the minutes of the November 20, 2019 BOT Regular Board Meeting. Proposed by Jim Brown, 2nd by Alyce Callison. Unanimously approved.

COMMITTEE REPORTS:

Finance Committee – Debbie Cella

- a. Treasurer’s Report – Debbie stated November revenue is steady compared to November 2018. Fundraising decrease is due to the Annual Campaign and the Business Sponsorship. There is an increase in expenses mostly due to the fact that there was a third payroll in the month of November. Library Collections decreased but fluctuates monthly, so December is expected to have an increase. We should finish the year with a surplus.
- b. 2020 Proposed Budget – The DVD rental revenue for 2020 Budget was decreased significantly because we want to move toward elimination of DVD fees by the end of the year. The carpet in Reference area on 1st floor will be repaired and partially replaced since it is frayed. The 2020 Proposed Budget was reviewed in advance by the Finance committee.

APPROVAL OF BUDGET: **Motion:** To approve the 2020 Budget. Proposed by Alyce Callison, 2nd by Scott Lowe. Unanimously approved.

PRESIDENT’S REPORT: NONE

FRIENDS LIAISON REPORT: No meeting in December

DIRECTOR’S REPORT: Sukrit Goswami

1. Our Annual Appeal this year has had a great start as we raised \$16,927 from 11/18/19-12/14/19 compared to last year of \$12,077 for that same time period.

2. The final Summary for 2019 Dewey Decimal Dash had an income of \$20,924, expenses of \$4,653 for a total net gain of \$16,271.
3. Continuing Education had four staff members attending three different conferences this past month including SEPLA, King of Prussia, PA; PaLA Leadership Orientation, Gettysburg, PA; and Assembly on Literature for Adolescence, Baltimore, MD
4. All-Staff Monthly Meeting tomorrow, Dec. 19th will focus on Policy, Training and a Team Building exercise.
5. The Holiday Book Tree has been joined by a Hanukkah Book Menorah and Kwanzaa Book Candelabra. The Holiday Book Tree fundraiser has raised over \$1,400, in addition to the Annual Appeal.
6. An author visit from Deborah Heiligman author of *Torpedoed: The True Story of the World War II Sinking of "The Children's Ship,"* was well attended with reception for 50 and introduction by her brother Phil Goldsmith. Debbie is also a finalist for the YALSA 2020 non-fiction award that honors the best nonfiction books written for young adults. Children's Book World was also in attendance to sell copies of *Torpedoed* and donated a percentage back to the Library totaling \$85.20.
7. Annual Book Bites Luncheon had 6 presentations by Reference Staff and Board President, Phil Goldsmith. The 48 participants enjoyed learning about new Staff recommendations and many of the titles are available in Book Club in A Bag format.
8. The Library has begun posting Board Minutes and Agenda on Website monthly back to January 2018.
9. MacMillan has put an embargo on eBooks use by Libraries. Some consortiums have boycotted MacMillan. ALA believes that this is the beginning of a trend in eReaders for increased costs in purchasing a new license on a book if borrowed items circulate more frequently.
10. If a building expense exceeds \$5000 the Township is responsible for repair and if under that amount it is Library responsibility. Items have been sent to Township for HVAC repairs which was approved by Dave Berman.

NEW BUSINESS: NONE

- a. HTFL Board of Trustees Meeting Schedule – The meeting schedule will be 3rd Wednesday of each month except in April it will be the 4th Wednesday. August we will only have a meeting if needed. December 2020 Board meeting date will be decided at a later date.
- b. DCL Trustees Meeting Dates and Locations for 2020 – All Board Members signed up to attend the 2020 Delaware County Libraries Trustee bi-monthly meetings that are a Trustee requirement for County funding.

OLD BUSINESS: NONE

Motion: Motion to Adjourn proposed by Jim Brown, 2nd by Scott Lowe. Unanimously approved.

MEETING ADJOURNED: 7:57 PM