

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

DATE: October 14, 2020

ATTENDING: Phil Goldsmith, President
Margaret Fox-Tully, Vice President
Debbie Cella, Treasurer
Alyce Callison, Secretary via Zoom
Madeline O’Fria
Scott Lowe
Jim Brown
Sukrit Goswami, Director
Donna Reeves, Business Manager
Kathleen Rowe, Friends Board Member

EXCUSED: None

The meeting was called to order by Phil Goldsmith at 7:00 PM via Zoom.

PUBLIC COMMENT: None

APPROVAL OF MINUTES: **Motion:** To approve the minutes of the September 16, 2020 Board of Trustee Meeting. Proposed by Scott, 2nd by Debbie Cella. Unanimously approved.

COMMITTEE REPORTS:

Finance Committee: Debbie Cella

Debbie Cella reported on the Library Financial Reports for September 2020.

She stated that our finances are stable. Our cash looks good; it is a delight to see that our self-generated fees are up including fines. Our fundraising efforts are also bringing in revenues. Our assets are good; liability is low except for a PPP loan of \$186,765.00. We will be applying for the loan forgiveness as soon as the portal is open, hopefully next month.

We also got a terrific grant for PHC CARES of \$7,500. We have a nice surplus this month and everything looks as par on YTD.

PRESIDENT’S REPORT: Phil Goldsmith

Phil Goldsmith reported on an item for the board. He mentioned Sukrit, Donna and himself had our biweekly conference call with Dave Burman, Township Manager, and Aimee Cuthbertson, Finance Director/Assistant Manager. We are trying to meet on a regular basis. The following two action items came out of this meeting:

1. We raised the issue of the township taking over the construction process. Dave informed us that it will be discussed with commissioners in an executive session.

Phil asked and the board agreed that we will write a letter to the commissioners requesting them that they take on this responsibility.

The board unanimously agreed, and it was determined that Scott and Phil will develop this letter request and send it to the commissioners on behalf of the board.

2. Aimee Cuthbertson informed us that we need to sign a library lease. Phil asked if the Finance committee would review the lease and develop any questions, they might have for the township before we agree to sign it. Afterwards we might have to retain a real estate lawyer to go over this lease.

DIRECTOR'S REPORT: Sukrit Goswami

September Programs

- The Library's Youth Services department partnered with the DCL in September for a program with the Center for Aquatic Sciences. This program was attended by 15 children in grades 1-3.
- Our 10th Annual Business Breakfast met with tremendous success. The Business Breakfast has become a mainstay event in the Township of Haverford where business people, non-profit leaders and political leaders come together with the common goal of making the Township a great place to live and to do business. This virtual event was attended by about 50 community members including many of our local leaders and business owners. Many thanks to Phil Goldsmith, Library Board President, Dave Burman, Township Manager, Jack Stollsteimer, Delaware County District Attorney, and Christine Faris, former Library Director and current HPED board member who gave updates on affairs related to their roles in the community. Overall, it was a huge success and great event!

Upcoming Programs

- Our next annual event the Dewey Decimal Dash has gone virtual this year! With the ongoing pandemic, we want to keep this event safe while our community comes together to support our Library. For 2020, this extraordinary year, we are changing the name of our race to the "Dewey *Digital* Dash! Run & Walk" to support the Library. This event will take place from Saturday, November 7 thru Sunday, November 15. The participants can run/walk the course that will start at the Library, run down Mill Rd to Karakung to Manoa Rd and back to the Library. Or, they can run/walk anywhere (in the neighborhood, a track, treadmill) due to the virtual nature of this event.
- We are excited to virtually host an evening with our Library Board President Phil Goldsmith and former Philadelphia Inquirer Executive Editor, two-time Pulitzer Prize winner, and a former Havertown resident Bill Marimow on Zoom. Mr. Marimow will be interviewing Mr. Goldsmith about his new book, A PHILadelphia Education: Tales, Trials, and Tribulations of a Serial Careerist. During this event, Phil Goldsmith will also interview Bill Marimow, who frequented our Library after school, about his lengthy career in journalism and the future of journalism. Attendees will also have the opportunity to ask questions. This event is scheduled for Monday, October 19, at 7 pm.

Announcements

- Emily Zacharczyk, Youth Services Staff Member, had a baby girl on Oct 10 and named her Cecily Anne.

Library Statistics

September 2019 vs. September 2020 STATS		
	September 2019	September 2020
Patron Visits to the Library	13,924	7,317
Number of Patrons Checking Out Materials at HTFL	5,409	3,576
Number of Physical Items Checked Out	21,726	18,474
Number of Digital Items Checked Out (RB Digital Magazines and Overdrive/Libby ebooks)	4,320	5,887
Youth Programs Hosted	50	30
Total Youth Programs Attendees (Including Virtual formats Facebook, YouTube, Zoom and Instagram)	1,193	4,223
Adult Programs Hosted	27	31
Total Adult Programs Attendees (Virtual formats including Facebook, Zoom and YouTube)	544	451
Total Programs	77	61
HomeBound Visits	12	6

Items Added to Collection	332	212
Reference Inquiries	567	768
New Library Cards Issued	160	117

FRIENDS LIAISON REPORT: None

NEW BUSINESS: None

OLD BUSINESS: None

EXECUTIVE SESSION:

The board discussed matters related to personnel.

MEETING ADJOURNED: 7:50 PM