

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

DATE: May 19, 2021

ATTENDING: Phil Goldsmith, President  
Margaret Fox-Tully, Vice-President  
Debbie Cella, Treasurer  
Alyce Callison, Secretary  
Jim Brown, BOT  
Scott Lowe, BOT  
Madeline O’Fria, BOT

Sukrit Goswami, Director  
Donna Reeves, Staff  
Amy Moskovitz, Staff  
Patti Mungan, Staff  
Julie Schultz, Staff

PUBLIC: Emily Woodward, Suzanne Rosin

The meeting was called to order by Phil Goldsmith at 7:36 PM.

**PUBLIC COMMENT:** NONE

**APPROVAL OF MINUTES:** **Motion:** To approve the minutes of the April 21, 2021 Board Meeting. Proposed by Scott Lowe, 2<sup>nd</sup> by Debbie Cella. Unanimously approved.

**COMMITTEE REPORTS:**

Finance Committee: Debbie Cella

Debbie reported that the Library surplus for the month of April is largely due to the \$96,670 remaining portion of 2021 State Aid, as well as the second installment of \$2,256 in Reciprocal Borrowing Funds, and an overall decrease in expenses.

Building Committee: Scott Lowe

Scott reported that revisions to renovation design are being prepared.

**PRESIDENT’S REPORT:** Phil Goldsmith

Phil Goldsmith reported that a change to current library restrictions will continue to be monitored. The library will have additional recommendations for Board in easing restrictions once guidance from DCL and staff is gathered. Currently library has increased occupancy from 15 to 25 patrons in the building. The library will begin expanded hours on Monday, Tuesday and Wednesday evenings by 1 hour, to 9pm.

**DIRECTOR’S REPORT:** Sukrit Goswami

Library News

- We have hired a new full-time Reference/Technology Librarian, Amanda Folwell. Amanda’s first day is Monday, May 24<sup>th</sup>. Amanda received her MLS from Clarion University and has background in both the library and technology fields.

- In person programming has begun with outside Storytime in the Park. There has been over 70 participants at each of the Thursdays in the park so far this month. Adult outdoor programming will begin on Saturday, May 22<sup>nd</sup> with a Line Dancing at the Grange event. Pre-registration is required.
- Summer Reading Club registration for Children and Adults will begin next Monday, May 24<sup>th</sup>. The YSD Department is advertising the Tails and Tales Summer Reading by creating a staff PSA that will be entertaining and educational. The Reference department will also have prizes for Adult and Staff. Community is encouraged to stop by the Library to register and join the fun from June 6<sup>th</sup> through August 16<sup>th</sup>.
- Quarantine period for borrowed items has changed to 24 hours from the previously 5 day quarantine period. Items are now available more quickly to be lent out to patrons. The only items not quarantined are Museum passes and Hotspots as they can be cleaned and returned to circulation when received.
- Friends of the Library have set up a Summer Raffle Basket at the Circulation Desk for the month of May. Tickets are \$1 each or 6 for \$5. The Summer Raffle Basket is filled with Gardening Essentials. The winner will be picked on May 26<sup>th</sup>.
- Friends of the Library have also begun accepting Book donations from patrons this month. And are again able to volunteer to sort books for the annual Friends Fall Book Sale.
- Library Directors from the county will discuss current CDC protocols in the DCLS Directors Meeting this week.

<b>April 2020 vs. April 2021 STATS</b>		
	<b>April 2020</b>	<b>April 2021</b>
Annual Appeal (campaign start to end of month)	\$33,628 (11/18/19-4/15/20) \$127 (4/1/20-4/30/20)	\$43,243 (11/18/20-4/15/21) \$979 (4/1/21-4/30/21)
Patron Visits to the Library	In Library: 0	Curbside: 2,946
Number of Patrons Checking Out HA Materials (includes HTFL patrons checked out through DCL)	0	3,392
Number of Physical HA Items Checked Out	0	14,533
Number of Digital Items Checked Out (Digital magazines, eBooks and audiobooks)	6,450	6,054
Youth Programs Hosted	Virtual: 25	Virtual: 35
Total Youth Programs Attendees (Including Virtual formats Facebook, YouTube, Zoom and Instagram)	Virtual: 8535 (reach, engagement & views)	Facebook Reach: 5591 Engagement: 163 Views: 1007 Zoom: 11 YouTube: 48

Adult Programs Hosted	Virtual: 59	Virtual: 22
Total Adult Programs Attendees (Virtual formats including Facebook, Zoom and YouTube)	Facebook Reach: 25,094 Engagement: 1426 Zoom: 32 YouTube: 1293	Facebook Reach: 1371 Engagement: 113 Views: 450 Zoom: 169 YouTube: 38
Total Programs	Virtual: 84	Virtual: 57
Items Added to Collection	Adult: 0 YSD: 0	Adult: 224 YSD: 1763
Reference Inquiries	Virtual: 36	Virtual, Phone, and in-Person: 366

\*Difference between engagement, reach and views in Facebook: engagement means it was liked, shared, or commented on, reach means it scrolled on the feed, views mean it was watched in entirety or part.

**FRIENDS LIAISON REPORT:** Jim Brown

At the June Friends’ Meeting the election of officers will take place. Nikki Senecal has done a great job as President of the Friends’ and is not seeking reelection. The position of President will plan to be co-chaired with Alex Reed and another Friends’ volunteer. Alex has helped in running successful fundraising events. Friends’ are excited to get back to accepting book donations and creating bundles to get ready for Annual Fall Book Sale.

**NEW BUSINESS:**

**ELECTION OF OFFICERS**

The Annual Election of Officer Positions on the Board of Trustees took place for positions of President, Vice-President, Secretary and Treasurer.

**Motion:** To elect Phil Goldsmith President of the BOT. Nominated by Scott Lowe, 2<sup>nd</sup> by Madeline O’Fria. Unanimously approved.

**Motion:** To elect Margaret Fox Tully Vice President of the BOT. Nominated by Alyce Callison, 2<sup>nd</sup> by Scott Lowe. Unanimously approved.

**Motion:** To elect Alyce Callison Secretary of the BOT. Nominated by Debbie Cella, 2<sup>nd</sup> by Jim Brown. Unanimously approved.

**Motion:** To elect Debbie Cella Treasurer of the BOT. Nominated by Scott Lowe, 2<sup>nd</sup> by Margaret Fox-Tully. Unanimously approved.

Phil Goldsmith thanked the Board and fellow officers.

**OLD BUSINESS:** Donna Reeves reported that the auditor completed and submitted IRS Form 990 prior to the May 17<sup>th</sup> deadline.

**EXECUTIVE SESSION:** Entered Executive Session to discuss matters of real estate.

**The meeting was adjourned at 8:02 PM.**