

THE HAVERFORD TOWNSHIP FREE LIBRARY ASSOCIATION
Annual Association Meeting Minutes (FINAL)

DATE: MAY 19, 2021

ATTENDING: Phil Goldsmith, President	Sukrit Goswami, Director
Margaret Fox-Tully, Vice-President	Donna Reeves, Staff
Debbie Cella, Treasurer	Amy Moskovitz, Staff
Alyce Callison, Secretary	Mary Bear Shannon, Staff
Jim Brown, BOT	Patti Mungan, Staff
Scott Lowe, BOT	Danielle Gowen, Staff
Madeline O’Fria, BOT	Julie Schultz, Staff

PUBLIC: Nikki Senecal-President of Friends of HTFL, Mark Mungan, Michele Caesar, Rich Caesar, Emily Woodward, Roberta Melnyk, Suzanne Rosin, Rachelle Nocito, Christine Faris

The meeting was called to order by Phil Goldsmith, Board President, at 7:02 PM.

OPENING OF MEETING: All in attendance to the Zoom meeting were welcomed by Library President, Phil Goldsmith.

PUBLIC COMMENT:

Rachelle Nocito asked if the Building Committee including community members, has plans to be restored now that the renovation process has resumed. Phil replied to this question in his President Report.

Rich Caesar asked when the renovation is scheduled to begin now that it is approved by the Township. Phil replied that he would like to also address this question in his Presidents Report.

APPROVAL OF MINUTES:

Motion: To approve the minutes of the May 20, 2020 Annual Association Meeting. Proposed by Scott Lowe, 2nd by Jim Brown. Unanimously approved.

TREASURER’S REPORT: Debbie Cella

Debbie Cella reported on a comparison between the current fiscal year and the previous fiscal year. The Library’s annual independent audit for 2021 agrees with all figures discussed in the financial reports. The increase in revenue was due primarily to the PPP loan and grants received. The PPP loan which was approved for loan forgiveness was in the amount of \$186,765. Two of the grants received were a PHC grant in the amount of \$7,500 and an MKM grant in the amount of \$5,000.

PRESIDENT’S REPORT: Phil Goldsmith

Phil Goldsmith reported the Library is able to provide as many services as is prudent while continuing to take the needed safety measures, during the pandemic. Staff has also been more creative with virtual and live programs. The Board commended the staff on their hard

work and diligence with year-end bonuses in 2020. In addition, the staff were all given the opportunity to get the vaccination in conjunction with the Township.

The status of the Library renovation has been approved for the current location in place of building at the Brookline site. In addition, a plan was presented to the Commissioners for a 5,200 sq. ft. expansion to the renovation. The expansion will overhang the parking lot so as not to affect available parking. This plan was approved by Commissioners 6-2. The Library is currently working with architects, engineers and an owner's representative. The current progress in the renovation is a testament to work done by current and previous administrations and committees. In response to the first public comment, the Building Committee will continue to consist of the elected Board Members, Library Director and owner's representative. In response to the second public comment, the work will continue through to the final process with a plan to break ground by summer 2022. As a centerpiece of the community the Library expansion is well-needed.

Election of Board of Trustees Position – Scott Lowe was unopposed in his bid to continue to serve on the Board for another term. Scott was re-elected to another term by the Association and the Board.

2020 Highlights Presentation to the Association

Our Library joined millions of American businesses, schools, nonprofits, and other organizations as they pivoted this past year to continue serving their customers, students, patrons and constituents during the pandemic. Like others in our region, state, nation and world, the Library faced monumental challenges, but also experienced amazing breakthroughs in innovation and success as we strove to serve our community in 2020 and almost the first half of 2021.

Between January 1 - March 13 of 2020, it was business as usual at our Library. Materials were circulating, patrons were being helped, questions were being answered and in-person programs were held. In fact, we hosted close to 200 in-person programs that drew over 5,000 attendees. Along with our expansive programs, we featured a teen-led instrument petting zoo with 67 in attendance, Ballet Day with over 100 in attendance, and High School Musical Junior in collaboration with Haverford High School with 50 in attendance. Also, through this brief period, we circulated almost 50,000 items and served almost 14,000 patrons at our Library.

Then, on Friday, March 13, after following Office of Commonwealth of Libraries guidance, we had to close our building. This led to an extended and unprecedented period of quarantine in our homes. For the purpose of serving our community virtually, all our staff maintained a rigorous schedule of professional development, and learned new skills such as Loom, Zoom, Google Meets, Google Hangouts, and BlueJeans. Staff learned how to use software to edit videos, how to create video files on Google Photos and share them in order to organize the increasing number of recorded programs. We also honed our virtual platform skills using our Facebook, Instagram, YouTube, and Zoom sites.

We successfully transitioned all Library book clubs to a virtual setting. We also created some very popular programs that we will be continuing even after the pandemic. Overall in 2020, our dedicated staff created and hosted close to 2,000 engaging and interactive programs for all ages, with almost 40,000 attendees.

At the height of quarantine, the Reference staff and Youth Services staff were creating and uploading 20-25 programs per week. Patrons interacted with staff during live programs or left comments on pre-recorded videos. We even had parents post pictures of the crafts their children made after craft demos each week.

Aside from programs, we provided assistance to the community by answering questions from home by phone, via email and by the NEW online chat feature during quarantine; with a total of 4,461 answered reference inquiries! We began a Curbside service only on June 15, and reopened our doors for public browsing and "Grab and Go" service on July 13 through December 16, when we were obligated to go back to Curbside service only, for our staff and community safety. Overall in 2020, we had a little over 238,000 items checked out and served 75,000 patrons.

During the extended quarantine period, and for those patrons who chose not to come into the Library once we reopened the building, our virtual services offered online links to learning from home. Libby, Hoopla, and access to more than 30 databases kept our patrons informed and entertained. Patrons could access e-books, audiobooks, comics, magazines, movies, music, newspapers, scholarly articles and even resources such as Ancestry and homework help quickly, easily and for free from a computer, phone or tablet from the comfort of their home.

The Library was also extremely fortunate to be awarded 10 grants between May 2020 - May 2021. This support is so very important and directly benefits the community through our exemplary collections, services and programs.

Sukrit Goswami again thanked our staff, community, Board, Friends of the Library and our Township officials for their diligent work during this unprecedented time.

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

MEETING ADJOURNED: 7:36 PM