

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

DATE: May 18, 2022

ATTENDING: Phil Goldsmith, President
Margaret Fox-Tully, Vice-President
Debbie Cella, Treasurer
Alyce Callison, Secretary
Jim Brown, Trustee
Scott Lowe, Trustee
Deb Morley, Trustee
Sukrit Goswami, Director
Donna Reeves, Staff
Julie Schultz, Staff

ABSENT: None

The meeting was called to order by Phil Goldsmith at 7:45 PM.

PUBLIC COMMENT: None

APPROVAL OF MINUTES: **Motion:** To approve the minutes of the April 20, 2022 Board Meeting. Proposed by Jim Brown, 2nd by Margaret Fox-Tully. Unanimously approved.

COMMITTEE REPORTS:

Finance Committee: Debbie Cella

Debbie Cella reviewed the April Balance Sheet and Income Statements for both the year to year comparison and the year to date vs. projected budget comparison. Debbie reported that the Library remains in a good cash position.

The Annual Audit is complete. The final report was submitted to the township prior to the May 15th deadline.

PRESIDENT'S REPORT: Phil Goldsmith

Phil reported that the Building Committee will meet with the Township Manager this week to discuss the zoning agreement stipulations required for renovation and expansion. He reported that Deb Morley will join the Building Committee. Alyce Callison will chair the Communication Committee.

DIRECTOR'S REPORT: Sukrit Goswami

Library News

- The Library is looking forward to the Summer Reading Club (SRC)! SRC sign-ups will begin June 6 for all ages. The SRC kick-off is on June 20 with a week of special events in the Adult and Youth Services departments. We are already promoting the Summer Reading Club on the website, social media, in-house and all outreach programs.
- Outreach Events
 - The Library was in attendance at Spring Fest on Sat, May 14 in the Oakmont section for outreach and library card sign-up.
 - The Heritage Festival will be held on Sat, June 5 from 11am-4pm on Karakung Drive which is always well attended for township residents.

- Technology Updates:
 - We have replaced 47 Hotspots with newer versions, which have high quality connection to the network, making them more reliable for our patrons.
 - Roku has been updated to include HBO Max and Hulu along with Disney+. We currently have 8 Rokus available for check out by patrons to borrow for their streaming needs.
- Adult Program Highlights
 - In-person programming is continually expanding with the addition of the Cookies and Mystery Book Club, Quilting, and Tea & Stitch programs being offered in the Library Community Room.
 - Cookbook Club on May 9th was held again at the CREC to create quick and healthy meals from the Freezer. This program had 21 participants in attendance.
 - QPR Training on May 16th at Haverford High School was attended by 43 participants.
 - The Library will host a Film Screening of *Engram* on Thurs, May 26 at 8:30pm at Merwood Park. This Haverford High School student-directed and produced film by Katie Youn and Nate Drew is about the lengths someone would go to deny the loss of a loved one. Portions of *Engram* were filmed at our Library. It has been nominated for an international high school film award and is a Kelly Center grant recipient.
 - The featured book club for May was to highlight Mental Health Awareness Month. It was attended by 10 participants, who discussed *Atlas of the Heart* by Brené Brown.
- Children and Teen Program Highlights
 - Take and Make craft bags have a new theme each week and Movie Bags are updated monthly. These grab and go activities are a very popular part of the YSD programs. Families may pick up a bag for kids crafts and an interactive movie experience at home. We have had 189 children participate with the Take and Make bags for April.
 - Friday Storytime is always full to capacity with 15 families pre-registered and attending in the Library Community Room.
 - The Storytimes in the Park have been very popular since their beginning. We are hosting these storytimes in the park twice a week during the summer.
 - Teen Book Clubs had 16 participants in the past month. The next meeting on June 7th will feature a Sign Language instructor to teach participants American Sign Language during the discussion of the title, *Show Me a Sign* by Ann Clare LeZotte.
- The Reference Department will be creating a larger area to highlight Staff and Trustee favorite reads. Stop by the Reference Department for a recommendation from this new display or to have your recommendation included you can email your favorite classic or new titles to reference@haverfordlibrary.org.
- The Friends' of Haverford Township Free Library have canceled the May Book Sale due to a shortage of volunteers. They will host a fundraiser the night of the next Board Meeting, June 15th, from 4-8pm at Town Tap.
- Heating System: The Township is researching and assessing the equipment to meet the library's heating needs and to determine the best scenario to move forward.
- Library will be closed on Monday, May 30th in observance of Memorial Day.

- Fine Free Library in Delaware County: Newtown Public Library is no longer charging late fines on books or other circulating materials. Newtown will also erase all previous overdue library fines from Newtown Township patron records. This change is part of an institutional movement from a growing number of libraries around Pennsylvania and the country to eliminate barriers to access and ensure that patrons have free, equitable, and open access to knowledge and opportunity.

Library Statistics

	Apr 2021	Apr 2022
Annual Appeal (Campaign to date and YTD)	\$43,243 (11/18/20-5/15/21) \$7,438 (1/1/21-5/15/21)	\$39,739 (11/18/21-5/15/22) \$6,689 (1/1/22-5/15/22)
Patron Visits to the Library	2,946	7,968
Number of Patrons Checking Out HA Materials (includes HTFL patrons checked out through DCL)	3,392	3,806
Number of Physical HA Items Checked Out	14,533	15,074
Number of Digital Items Checked Out (RB Digital Magazines and Overdrive/Libby ebooks)	6,054	5,676
Youth & Teen Programs Hosted	Virtual: 35	In-person: 33 Virtual: 11
Adult Programs Hosted	Virtual: 22	In-person: 6 Virtual: 22
Total Programs	Virtual: 57	In-person: 39 Virtual: 33
Items Added to Collection	Adult: 224 YSD: 1,763	Adult Ordered: 376 Adult Processed: 465 YSD Ordered: 122 YSD Processed: 142
Reference Inquiries	Virtual, phone and in-person: 366	Virtual, phone and in-person: 248
New Library Cards Issued	68	99

FRIENDS LIAISON REPORT: Jim Brown reported that the Friends' of the Library Spring Book Sale this month needed to be canceled due to lack of volunteers. Friends' will propose a change to their bylaws to indicate expectations and commitment of Friends' Board members. The Fall Book Sale planning will continue for last weekend in September 2022. Friends' have scheduled a restaurant fundraiser at Town Tap that will take place on Wed,

June 15 from 4-8pm. The Friends' Audit Report is complete for 2021. The Friends are working on a revised membership structure of benefits.

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, 2nd by Debbie Cella. Unanimously approved.

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

Motion: To elect Alyce Callison Secretary of the BOT. Nominated by Jim Brown, 2nd by Margaret Fox-Tully. Unanimously approved.

Motion: To elect Debbie Cella Treasurer of the BOT. Nominated by Scott Lowe, 2nd by Jim Brown. Unanimously approved.

Phil Goldsmith thanked the Board and fellow officers.

OLD BUSINESS: NONE

EXECUTIVE SESSION: NONE

The meeting was adjourned at 8:26 PM.