

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

DATE: October 19, 2022

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

EXCUSED: NONE

PUBLIC: Emily Woodward, Todd Hall, Joe Langman

The meeting was called to order by Phil Goldsmith at 7:01 PM.

PUBLIC COMMENT: Phil Goldsmith read public comment from Todd Hall.

APPROVAL OF MINUTES: **Motion:** To approve the minutes of the September 20, 2022 Board Meeting. Proposed by Jim Brown, 2nd by Debbie Cella. Unanimously approved.

COMMITTEE REPORTS:

Finance Committee: Debbie Cella

Debbie Cella reviewed the September Balance Sheet and Income Statement 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.

Building Committee: Scott Lowe

Scott Lowe reported that the renovation and expansion project are making good progress. The Committee will have the final schematic design meetings in place soon. Only minor adjustments to office space and 2nd floor layout are needed. The Committee is currently looking into Temporary Library Space for use during the project.

PRESIDENT'S REPORT: Phil Goldsmith

Phil Goldsmith welcomed Sukrit Goswami back. Phil commented that the next few months will be critical in finalizing plans for renovation and expansion. The Library will have a lot of preparation to provide Library services during construction.

Phil reported the annual Library event, Dewey Decimal Dash will be coming up soon on November 5.

DIRECTOR'S REPORT: Sukrit Goswami

Library News

- Outreach - The Library will be participating at the Senior Citizen Advisory Council's first annual Open House this evening, October 19. This informal event is an opportunity for the Library to directly engage with our township seniors. We will use this time to get better acquainted with our

neighbors as well as to gather information to assess how we can better serve these important members of our community. The meet and greet is being held in the Township Administration building and is expected to have 100 attendees.

- **Adult Programming**
 - History of Haverford Athletics program was well attended. Art Sciubba discussed his research about the history of Haverford High Athletics which included photos, statistics and history of Haverford's facilities and education.
 - Tea and Stitch program attendees are meeting in-person on Friday mornings at 10 am in the Community Room.
 - A Parenting Panel on *How to Talk to Kids About Hard Things* featuring panelists Julie Kardos, MD and Naline Lai, MD, Children's Hospital of Philadelphia Care Network and Shayonne D. Burrell, MSW, Child Guidance Resource Centers and moderated by Margaret Fox-Tully was held Tuesday, October 16 at 7pm. This event was well received by the participants who attended in-person and on Zoom. It has also been recorded for everyone who would like to view it at their convenience on the Library's YouTube channel.
 - Our Annual Dewey Decimal Dash currently has 69 registrations and has raised \$12,500 in sponsorships. The event will continue with the After Dash Bash back in the Library with events for adults and children. We currently need additional volunteers to assist as marshals for race day.
- **Youth Services Programming**
 - Children's Circle Time in-person storytime kicked off on Monday, October 10 with the Fire Prevention storytime with the Brookline Fire Company.
 - Families are invited to join us in the Library's Community Room each Monday and Thursday morning at 10:30 am.
- We welcome Katrin Maier, our new Children's Librarian to the Library. Katrin enthusiastically jumped right in upon her arrival on Monday, October 17.
- **Building Update**
 - Routine Maintenance - The work on the Library's new boiler installation is well underway. PECO completed the installation of gas lines and the exterior meters required for our new boiler system. Mechanical Solutions is finishing the venting process and is planning to have the first boiler up and running by the end of this week and the second boiler running by the end of October. The Library has remained open to staff and patrons during this process.
 - Our A/C system cooling tower and chiller is scheduled to be winterized by Johnson Controls this Friday, October 21.
- The Friends' of Haverford Township Free Library hosted the Fall Book Sale for the first time since 2019. It was a great success raising \$7,218 of which \$728 was for the enrollment of new members. The Friends have decided to discontinue the collection of used books at this time due to the space restrictions with the upcoming renovation.

Library Statistics

	Sep 2021	Sep 2022
Annual Appeal (Campaign to date and YTD)	\$50,179 (11/18/20-10/18/21) \$14,374 (1/1/21-10/18/21)	\$44,858 (11/18/21-10/18/22) \$11,808 (1/1/22-10/18/22)
Patron Visits to the Library	6,447	8,420
Number of Patrons Checking Out HA Materials (includes HTFL patrons checked out through DCL)	3,739	3,699
Number of Physical HA Items Checked Out	14,621	13,636
Number of Digital Items Checked Out (RB Digital Magazines and Overdrive/Libby ebooks)	5,881	6,357
Youth Programs Hosted	Virtual: 21 In-Person: 13	In-person: 0 Virtual: 1
Teen Programs Hosted	n/a	0
Adult Programs Hosted	Virtual: 14 In-person: 3	In-person: 8 Virtual: 16
Total Programs	Virtual: 35 In-Person: 16	In-person: 8 Virtual: 17
Items Added to Collection	Adult: 239 YSD: 80	Adult Ordered: 186 Adult Processed: 208 YSD Ordered: 103 YSD Processed: 109
Reference Inquiries (includes inquiries in-person, by phone and on the website chat)	Virtual: 4 In-Person: 168	In-person: 198 Virtual: 9
New Library Cards Issued	142	177

FRIENDS LIAISON REPORT: The Friends Fall Book Sale went very well. Friends volunteers will now focus on the Holiday Book Bundles sales. All book donations to the Library will continue to be paused now that the annual book sale and holiday bundles are complete. Friends will continue to look at additional fundraising opportunities. There are many new Friends members as well as a new Board Member.

NEW BUSINESS: NONE

OLD BUSINESS: NONE

The Board Members entered executive session at 7:19 PM.

EXECUTIVE SESSION: Discussed matters regarding Real Estate.

The meeting was adjourned at 7:47 PM.