

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

DATE: January 18, 2023

ATTENDING: Phil Goldsmith, President
Debbie Cella, Treasurer
Alyce Callison, Secretary
Deirdre Cryor, Trustee
Scott Lowe, Trustee
Deb Morley, Trustee
Sukrit Goswami, Director
Donna Reeves, Staff
Julie Schultz, Staff

EXCUSED: Margaret Fox-Tully

PUBLIC: NONE

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

PUBLIC COMMENT: NONE

APPROVAL OF MINUTES: **Motion:** To approve the minutes of the December 21, 2022 Board Meeting. Proposed by Scott Lowe, 2nd by Debbie Cella. Unanimously approved.

COMMITTEE REPORTS:

Finance Committee: Debbie Cella

Debbie Cella reviewed the December 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 the architect designs have been forwarded to a cost estimator for a detailed estimate for renovation and expansion. Lease was signed for the Manoa temporary space for library use during construction.

PRESIDENT'S REPORT: Phil Goldsmith

Phil Goldsmith welcomed Deirdre Cryor as a Library Board Member. Deirdre stated she was thrilled to be part of the Board of Trustees. Phil reported the 2023 Board Committees and Liaisons with the member Trustees for each committee. Phil stated a request for proposal for a capital campaign consultant will be published for renovation this week. Phil continues to meet with Township Commissioners to update on renovation and expansion design and timelines.

DIRECTOR'S REPORT: Sukrit Goswami

Library News

- Youth Services Department
 - Our Teen Services Librarian, Jennifer Appell, started in her role on January 9. She brings to the department her passion for teen-oriented programs, collections and services with a focus on customer service, conflict resolution and teen engagement.
 - The new programs in the Children's Department have been popular with Wednesday Crafternoons and Toddler Storytime being the most well attended.

- Reference Department and Adult Programs
 - The Reference Department continues the project of weeding the library collection. The process will assist in preparation for the building renovation through creating room for new books, removing outdated material, allowing easier access to browsing, and making the collection more appealing.
 - The Reference Department continues to host new and recurring adult programs with new Great Courses: True Crime series being very well attended each week.
 - The new non-fiction book club, Just The Facts, will be held on Wednesday, January 25 at 7pm in the Community Room. The title for this inaugural meeting is *The Song of the Cell*, with free copies of this New York Times best seller available for pick up at the Reference Desk.
- Friends of Haverford Township Free Library volunteers had a successful fundraising and membership drive last year. The Friends Board have reported over 75 new and renewing members. They will begin their 2023 membership drive with new membership materials and levels named after popular area roads:
 - Eagle Level \$20
 - Manoa Level - \$50
 - Brookline Level - \$100
 - Darby Level - \$150
 - Mill Level - \$250

Library Statistics

| | Dec 2021 | Dec 2022 |
|---|---|---|
| Annual Appeal (Campaign to date and YTD) | \$34,480 (11/18/21-1/16/22) \$1,430 (1/1/22-1/16/22) | \$27,590 (11/18/22-1/16/23) \$1,985 (1/1/23-1/16/23) |
| Patron Visits to the Library | 9,209 | 9,864 |
| Number of Patrons Checking Out HA Materials (includes HTFL patrons checked out through DCL) | 3,349 | 3,340 |
| Number of Physical HA Items Checked Out | 13,152 | 12,768 |
| Number of Digital Items Checked Out (RB Digital Magazines and Overdrive/Libby ebooks) | 5,642 | 6,480 |
| Youth Programs Hosted | In-person: 0 Virtual: 12 | In-person: 15 Virtual: 0 |
| Teen Programs Hosted | n/a | In-person: 0 Virtual: 1 |
| Adult Programs Hosted | In-person: 1 Virtual: 12 | In-person: 12 Virtual: 6 |
| Total Programs | In-Person: 1 Virtual: 24 | In-person: 27 Virtual: 7 |
| Items Added to Collection | Adult: 1022 YSD: 638 | Adult: 291 YSD: 224 |
| Reference Inquiries (includes inquiries in-person, by phone and on the website chat) | In-Person: 188 Virtual: 5 | In-Person: 207 Virtual: 1 |
| Book Drop Pickup | YMCA: 139 Items; 63 Patrons CREC: 324 Items; 112 Patrons | YMCA: 326 Items, 122 Patrons CREC: 178 Items, 77 Patrons |
| New Library Cards Issued | 64 | 74 |

FRIENDS LIAISON REPORT: Deb Morley reported on the January Friends Board meeting. She reported that Paul Kinney resigned from the Friends Board after 20 years of service. Deb stated that the Friends will publish a 1-page Annual Report for activities in 2022. The Board is currently brainstorming ideas for fundraising efforts. The annual membership drive mailing will be sent in March. A Committee has been formed to look into creating a new Friends logo. The Friends next meeting will include a tour of library.

NEW BUSINESS: NONE

OLD BUSINESS: NONE

The meeting was adjourned at 7:28 pm.