

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

DATE: May 22, 2023

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

EXCUSED: Scott Lowe

PUBLIC: Bill Richter, Kathleen Roe, Samantha Garrity, Katelynn Ulmer

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 April 19, 2023 Board Meeting. Proposed by Alyce Callison, 2nd by Margaret Fox-Tully. Unanimously approved.

COMMITTEE REPORTS:

Finance Committee: Debbie Cella

Debbie Cella reviewed the April 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.

Debbie reported that at the June Meeting the Finance Committee will report on amending the By Laws as discussed at the Annual Association Meeting as recommended by Township Bond Council at Association Meeting. The By Laws will be amended to include a dissolution clause as per the more recent IRS code.

Building Committee: Deb Morley

Deb Morley reported that work has begun at the library temporary location at Manoa Shopping Center. Key dates are being proposed for mid-late summer to move the collection to the temporary location and by mid-late fall to begin construction. The Building Committee continues to work with the construction manager and architects regularly to assist with a seamless turnaround with the bid process.

PRESIDENT'S REPORT: Phil Goldsmith

Phil Goldsmith reported that the Communications committee is working diligently to keep the community up to date on the renovation and expansion timeline. Phil Goldsmith introduced Bill Richter from the Township Bond Council to speak briefly about updates to the Library Articles of Incorporation that were also discussed and approved by the Library Association at the May 17, 2023 Association Meeting. Bill Richter recommended adding Paragraphs 10, 11 and 12 from the Internal Revenue Code in the Library Articles of Incorporation to include a dissolution provision.

Motion: To approve, ratify and file amendments to the Articles of Incorporation for the Library 501c(3). as voted on by the Association membership. Proposed by Margaret Fox-Tully, 2nd by Debbie Cella. Unanimously approved.

DIRECTOR’S REPORT: Sukrit Goswami

Library News

- During National Library Week the Library celebrated by offering Fine Amnesty to our patrons. We had 172 patrons return 541 items. A total of \$1,665.36 fines were waived. Our staff found it particularly heartwarming when some patrons stated that they were embarrassed by their fines and did not want to come back to the library. Now they look forward to returning and using the library again.
- The library weeding project is on track with all library staff working diligently to complete this project on time. Teacher’s Teammates have picked up over 1,000 boxes to reuse by other schools and organizations. Philadelphia Book Recyclers picked up around 10,000 items which will be donated to local shelters and youth groups in the greater Philadelphia area.
- Our Reference Manager, Amy Moskovitz Koru, is leaving her position at the library. We will miss her camaraderie and dedication to the library.
- Youth Services Department
 - Story times in the Park continue to be very popular as parents and children enjoy being outside with the Youth Services Library staff.
 - Our Library is participating in the Pennsylvania One Book, Every Young Child early literacy initiative that highlights the importance of reading to children early and often. This years’ book title is *Mel Fell* by Corey Tabor.
- Adult Program and Reference Department
 - The Challenging Stigma: Helping Friends and Families Understand Addiction event held in the Library Community Room was very well attended. This library program was held in partnership with two local organizations, Be a Part of the Conversation, and Haverford Alliance for Drug Awareness (HADA). Friends, family, and community members participated in this informative and interactive conversation.
 - The Cinema in the Park: Student Filmmakers Showcase event was enjoyed by 41 patrons at Merwood Park. This showcase featured six films produced by Off the Script, a non-profit film production company.
 - Sounds of Summer will kick-off on Friday, June 16 at 7:30pm with Philadelphia Guitar and Mandolin Ensemble at Merwood Park.
 - Upcoming on Monday, June 19 at 7pm is the Welcome Summer Drum Circle at Merwood Park.
- Friends Fundraiser for Moe’s Pop-up Taco Dinner Kits raised \$500 during the event.
- I have been invited by the current President elect of ALA to join ALA’s incoming President’s President Advisory Committee. I have accepted this great honor to serve on this committee for the betterment of ALA and our library community.
- I will be attending the ALA annual conference from June 21-25, hence will not be in attendance at next month’s board meeting. My board reports will be sent out in advance of the meeting.

Library Statistics

	Apr 2022	Apr 2023
Annual Appeal (Campaign to date and YTD)	\$38,154 (11/18/21-5/18/22) \$5,104 (1/1/22-5/18/22)	\$33,283 (11/18/22-5/18/23) \$7,658 (1/1/23-5/18/23)
Patron Visits to the Library	7,968	9,650
Number of Patrons Checking Out HA Materials (includes HTFL patrons checked out through DCL)	3,806	3, 680

Number of Physical HA Items Checked Out	15,074	13, 285
Number of Digital Items Checked Out (RB Digital Magazines and Libby ebooks)	5,676	6,863
Youth Programs Hosted	In-person: 4 Virtual: 10 Passive: 0	In-person: 31 Virtual: 0 Passive: 4
Teen Programs Hosted	In-person: 0 Virtual: 3 Passive: 15	In-person: 4 Virtual: 1 Passive: 15
Adult Programs Hosted	In-person: 6 Virtual: 22 Passive: 0	In-person: 15 Virtual: 7 Passive: 0
Total Programs	In-person: 10 Virtual: 32 Passive:15	In-person: 50 Virtual: 8 Passive: 19
Items Added to Collection	Adult Ordered: 376 Adult Processed: 465 YSD Ordered: 122 YSD Processed: 142	Items Ordered: 461 Items Processed: 413
Reference Inquiries (includes inquiries in-person, by phone and on the website chat)	In-Person,Virtual & Phone: 248	In-Person: 203 Virtual: 2
Book Drop Pickup	n/a	YMCA: Items 225, Patrons 97 CREC: Items 120, Patrons 66
New Library Cards Issued	99	124

FRIENDS LIAISON REPORT: Deb Morley reported the Friends Board have voted on Officers and Board Members for the fiscal year. Jamie Hawthorn will now be serving as Vice President of the Friend. In addition, Marlene Koestenblatt has been re-elected to a 3 yr. term on the board. Friends volunteers are visiting other Delaware County Library Friends Volunteer Boards to share ideas on fundraising, social media and volunteer space utilization for the new library. Friends are working with a professional Graphic Designer to update the current logo. The Moe’s fundraiser last month raised \$496 through the Taco Dinner Night event.

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 Debbie Cella, 2nd by Alyce Callison. Unanimously approved.

Motion: To elect Margaret Fox Tully Vice President of the BOT. Nominated by Deb Morley, 2nd by Deirdre Cryor.

Motion: To elect Alyce Callison Secretary of the BOT. Nominated by Margaret Fox-Tully, 2nd by Debbie Cella.

Motion: To elect Debbie Cella Treasurer of the BOT. Nominated by Deirdre Cryor, 2nd by Deb Morley.

OLD BUSINESS: NONE

The meeting was adjourned at 8:22 pm.