

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

DATE: June 21, 2023

ATTENDING: Phil Goldsmith, President
Margaret Fox-Tully, Vice President
Debbie Cella, Treasurer
Alyce Callison, Secretary
Scott Lowe, Trustee

Sukrit Goswami, Director
Donna Reeves, Staff
Julie Schultz, Staff

EXCUSED: Deirdre Cryor, Deb Morley

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 May 22, 2023 Board Meeting. Proposed by Debbie Cella, 2nd by Scott Lowe. Unanimously approved.

COMMITTEE REPORTS:

Finance Committee: Debbie Cella

Debbie Cella reviewed the May 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 proposed a resolution to amend the ByLaws by replacing the current Article 13.1 with the Dissolution clause as it is written in paragraph 12 of the Haverford Township Free Library Association's Articles of Incorporation.

Motion: To approve replacing the Dissolution clause in the Bylaws to appear exactly as written in paragraph 12 of the Haverford Township Free Library Association Articles of Incorporation. Proposed by Phil Goldsmith, 2nd by Scott Lowe. Unanimously approved.

Building Committee: Scott Lowe

Scott Lowe reported the plans are on target to start construction in the fall. Plans will be out to bid on Mon, June 26. Once bids are received and in budget the committee will go before the Township Planning Commission. Meeting to sign easement will take place next week.

Scott reported that the Manoa temp location construction will be complete next week and the Certificate of Occupancy has been received. Once bid is accepted by planning commission, the move may be scheduled for temp location. Library will be closed for up to two weeks.

PRESIDENT'S REPORT: Phil Goldsmith

Phil Goldsmith reported that as soon as dates are finalized for renovation and move to temporary location, the information will be prominently displayed on Library website and a note will be sent to immediate neighbors and schools.

Fundraising Committee has met to discuss a part-time Campaign Coordinator position for the capital project. Interviews will take place this month.

DIRECTOR’S REPORT: Phil Goldsmith

Library News

- We have completed our Moving Project Timeline, which includes our preparations for moving out from the current location and functioning from Manoa and Admin locations.
 - We are tentatively scheduled for a mid-late August move.
- We participated in the Haverford Heritage Festival event. This annual event was held June 4 on Karakung Drive. Staff were able to distribute new scholastic books and issue new library cards to children and families.
- The Sounds of Summer kick-off event with the Philadelphia Guitar and Mandolin Ensemble needed to be postponed due to severe weather. It is rescheduled to be held in September. Our first Summer Concert event will now be on Friday, July 14 at 7:30pm at Merwood Park with New Orleans music by James Day and the Fish Fry.
- Our Summer Reading Programs kicked off this week for all ages with this year’s theme, All Together Now. There are 116 Children, 24 Teen, and 37 Adult participants that have registered in the first week.
- The weeding project has been completed. During this process we have weeded 38,648 items which is approximately 40% of our collection. Project Home will pick up the remaining withdrawn items for reuse.
- Youth Services Library Assistant, Abby Simbiri, will be attending Widener Law School in the fall; and Circulation Department Library Assistant, Jen Broadie, has accepted a full time librarian position at the Jenkins Law Library to utilize her newly earned MLS degree and return to academia. We congratulate them both and wish them success.
- The Teen Summer Volunteer Program is running smoothly. We currently have over 20 teens volunteering at the Library in various departments.

Library Statistics

	May 2022	May 2023
Annual Appeal (Campaign to date and YTD)	\$39,915 (11/18/21-5/31/22) \$6,866 (1/1/22-5/31/22)	\$34,552 (11/18/22-5/31/23) \$8,927 (1/1/23-5/31/23)
Patron Visits to the Library	8,710	9,639
Number of Patrons Checking Out HA Materials (includes HTFL patrons checked out through DCL)	3,783	3,595
Number of Physical HA Items Checked Out	14,346	12,181
Number of Digital Items Checked Out (RB Digital Magazines and Overdrive/Libby ebooks)	6,102	7,339
Youth Programs Hosted	In-person: 15 Virtual: 19	In-person: 30 Virtual: 0 Passive: 4
Teen Programs Hosted	In-person: 21 Virtual: 1	In-person: 8 Virtual: 1 Passive: 20

Adult Programs Hosted	In-person: 9 Virtual: 13	In-person: 19 Virtual: 3 Passive: 1
Total Programs	In-person: 45 Virtual: 33	In-person: 57 Virtual: 4 Passive: 25
Items Added to Collection	Items Ordered: 104 (Youth) Items Processed: 364 (Adult 242, Youth 122)	Items Ordered: 305 (Adult) Items Processed: 399 (Adult 310, Youth 79, Teen 10)
Reference Inquiries (includes inquiries in-person, by phone and on the website chat)	165	In-Person: 121 Virtual: 19
Book Drop Pickup	YMCA: 202 Items, 68 Patrons CREC: 151 Items, 62 Patrons	YMCA: 385 Items 119 Patrons CREC: 127 Items 73 Patrons
New Library Cards Issued	84	86

FRIENDS LIAISON REPORT:

Alyce Callison reported the Friends Board annual membership drive has been very active with 13 new members in June. The next Friends fundraiser will be with Moe's Southwest Grill on July 20 with advertising to begin after July 4. Rita's water ice will also be a possible future fundraising event. The new sample design work for the Friends logo work will be available for Board review at the next Friends meeting in August. The graphic designer of the new logo, Monica Bazuik, is providing the design work pro bono. Hannah Rutledge is resigning as a Friends Board Member and she was acknowledged for her volunteer efforts. Nancy Park will join the Board to fill the open position.

NEW BUSINESS: NONE

OLD BUSINESS: NONE

The meeting was adjourned at 7:31 pm.