

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

DATE: September 20, 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
Gina Lee, Staff
Julie Schultz, Staff

EXCUSED: Scott Lowe, Trustee

PUBLIC: Sherry Forste-Grupp, Kathleen Roe, Cathy Goodsell

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 July 19, 2023, Board Meeting. Proposed by Margaret Fox-Tully, 2nd by Debbie Cella. Unanimously approved.

COMMITTEE REPORTS:

Finance Committee: Debbie Cella

Debbie Cella reviewed both the July and August Balance Sheets and Income Statements for 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. New account will be set up for the current Capital Campaign fundraising.

Building Committee: Phil Goldsmith

Phil Goldsmith reported architect is concluding drawings this week and will go out to bid end of September. All bids will be due to the Township on October 17 with a Commissioner's special meeting to be held on October 30 for final review of all construction company bids. Construction will be able to begin end of November. Once bid awarded, Library can close to public temporarily for the month of November to begin moving collection to Manoa Annex Library location and Oakmont Administration offices.

Fundraising Committee: Deirdre Cryor

Deirdre Cryor introduced Gina Lee, Capital Campaign Manager, who will be working on fundraising and development with the Library. Deirdre reported the committee have completed a Case Statement and will invite community members for input on the statement.

Communications Committee: Alyce Callison

Alyce Callison reported that neighbors of the Library were sent an update letter to keep them apprised of the current renovation and expansion timeline. The information will also be shared on the Library website and newsletter.

PRESIDENT'S REPORT: Phil Goldsmith

Phil Goldsmith reported we are getting closer to our goal of starting the Library Renovation and Expansion. Phil recognized Commissioner Forste-Grupp and welcomed her to update the Library from the Township. Sherry Forste-Grupp thanked the Board and Library staff for all their hard work. She stated the commissioners are excited to see all bids and look for high quality in materials and construction process.

DIRECTOR'S REPORT: Sukrit Goswami

Library News

Sukrit Goswami reported he has been invited to Haverford Township Civic Council as the keynote speaker to talk about our library programs and services along with our upcoming renovation expansion project. This event is on Wednesday, October 11 at 7 pm at the CREC. He will also attend the Pennsylvania Library Association's annual conference for one day, Tuesday, October 4 in Pocono Township. Sukrit will participate in a panel discussion on Censorship and Book Bans. Joining him on this panel are two colleagues from ALA, Kent Oliver, former Library Director of Nashville Public Library and Eric Stroshane from ALA Office of Intellectual Freedom.

● Summer Programming

○ Youth Services Department

- Our Summer Reading Program was a complete success with 380 youth participants that read nearly 200,000 minutes. The children who read over 800 minutes during the summer were awarded a voucher to receive a free ice cream from Koffmeyer's. These vouchers were arranged by our very own Friends of the Haverford Township Free Library.
- Wallaby Tales, a live-animal presentation with rescued wild mammals, birds, reptiles, amphibians, and arthropods will be held next week. This event is hosted by the preservation group, Eyes of the Wild, in conjunction with DCL.

○ Reference Department

- The Adult Summer Reading program completed with 96 registrants that read hundreds of books and completed their Book Bingo cards. The grand prize winner from Adult Summer Reading received a Kindle with cover and Amazon gift card.
- The Sounds of Summer series has had 175 attendees so far. The final Sounds of Summer concert event will be held on Friday, September 22 at 7:30pm at Merwood Park with music from the Guitar and Mandolin Ensemble.
- Annual Dewey Decimal Dash event will be held on Saturday, November 4. Registration is now open through our website. Due to the impending move the start location will now begin on Golf Rd next to the Middle School. We are looking for volunteers for this event. Please let us know if you are available to assist.

● Outreach Events

- The Haverford Music Festival was held on Saturday, September 9 at Oakmont Field, Hathaway Lane. We had Board Members, Staff and Friends Volunteers at the Library tent. We provided free scholastic books to children and talked to visitors about upcoming Library Events, and our renovation/expansion plans.
- The Library's 13th Annual Business Breakfast was held Wednesday, September 20 at the CREC. This event was very successful and was attended by local leaders, community organizations, business and elected officials. Our Library Board President, Phil Goldsmith shared our library's renovation/expansion plans and gave an update on the library's move and project timeline.
- Haverford Township Day will be celebrated on Saturday, October 7. We again are looking forward to this opportunity to connect with the community with a Library table at the event with Staff and Friends Volunteers.

- Moving Plans
 - Information this week will be shared with the Community through our website and social media on the current progress of Library move to temporary location during the Renovation and Expansion.
 - Department Managers along with Administration continue to update the Project Plan for the move as well as work with DCL on tasks required in advance.
 - The Reference Collection weeding was completed in August. All collections are now pared down in anticipation to be moved to Manoa temporary library or storage during the renovation and expansion.
- DCL News
 - ReThinking Libraries (RTL) will be visiting Delaware County libraries as an ongoing project with DCL to evaluate and make recommendations on the provision of library services. They will visit our library to tour and interview our stakeholders on Tuesday, September 26.
 - *RTL was awarded a contract by the County Council to evaluate the library system's current model for the provision of library services and the information and library needs of Delaware County residents, as well as developing comprehensive recommendations for delivering those services equitably and economically in the future.*
- Friends of Haverford Township Free Library
 - The Friends second fundraising event with Moe's Southwest Grill was successful with nearly \$300 raised.
 - Friends will host a fundraiser during the week of October 16-19 with Crossbar at 2225 Darby Rd to celebrate Friends 20th Anniversary. A portion of the proceeds will be donated to Friends of Haverford Township Free Library. Please mention the Library when you visit for lunch or dinner.

Library Statistics

	July 2022	July 2023	August 2022	August 2023
Annual Appeal (Campaign to date and YTD)	\$42,155 (11/18/21-7/31/22) \$9,105 (1/1/22-7/31/22)	\$35,549 (11/18/22-7/31/23) \$9,925 (1/1/23-7/31/23)	\$42,985 (11/18/21-8/31/22) \$9,935 (1/1/22-8/31/22)	\$36,063 (11/18/22-8/31/23) \$10,439 (1/1/23-8/31/23)
Patron Visits to the Library	8,006	9,165	8,483	8,623
Number of Patrons Checking Out HA Materials (includes HTFL patrons checked out through DCL)	4,474	4,424	4,875	4,194
Number of Physical HA Items Checked Out	17,590	16,052	18,750	15,024
Number of Digital Items Checked Out (RB Digital Magazines and Overdrive/Libby ebooks)	7,153	7,795	7,288	8,401
Youth Programs Hosted	In-person: 15 Virtual: 7 Passive: 5	In-person: 22 Virtual: 0 Passive: 5	In-person: 12 Virtual: 14 Passive: 4	In-person: 14 Virtual: 0 Passive: 3 Make & Take: 446
Teen Programs Hosted	Passive: 2	In-person: 5 Virtual: 1 Passive: 4	Passive: 3	In-person: 1 Virtual: 1 Passive: 2

Adult Programs Hosted	In-person 9 Virtual: 17 Grab and Go/Passive: 1	In-person: 8 Virtual: 2	In-person: 7 Virtual: 14 Grab & Go/Passive: 1	In-person: 16 Virtual: 2
Total Programs	In-person: 24 Virtual: 24 Passive: 8	In-person: 35 Virtual: 3 Passive: 9	In-person: 19 Virtual: 28 Passive: 8	In-person: 31 Virtual: 3 Passive: 5
Items Added to Collection	Adult Ordered: 233 Adult Processed: 251 YSD Ordered: 75 YSD Processed: 3	Adult Ordered: 7 Adult Processed: 70 YSD Ordered: 15 YSD Processed: 54	Adult Ordered: 175 Adult Processed: 288 YSD Ordered: 16 YSD Processed: 14	Adult Ordered: 12 Adult Processed: 69 YSD Ordered: 30 YSD Processed: 67
Reference Inquiries (includes inquiries in-person, by phone and on the website chat)	In-person: 181 Virtual: 5	In-Person: 179 Virtual: 10	In-person: 237 Virtual: 1	In-person: 182 Virtual: 8
Book Drop Pickup	YMCA: Items 297; Patrons 115 CREC: Items 238; Patrons 98	YMCA Items 232; Patrons 87 CREC Items 120; Patrons 64	YMCA: Items 364; Patrons 107 CREC: Items 165; Patrons 75	YMCA: Items 368; Patrons 137 CREC: Items 97; Patrons 68
New Library Cards Issued	194	165	197	161

FRIENDS LIAISON REPORT:

Deb Morley reported the Friends Board has two new prospective Board Members. The Friends were able to work with Koffmeyers to have them donate free ice cream for 250 Summer Reading participants completing 800 minutes of reading as well as the summer teen volunteers. Friends were also happy to supply Scholastic Books to the Library for giving out to children at Haverford Township Day and other outreach events. The Friends members hosted the Haverford Township Day table at the Library. The next Friends fundraiser is with The Crossbar from October 16-19 in which a portion of proceeds will go to the Friends.

NEW BUSINESS: NONE

OLD BUSINESS: NONE

The meeting entered Executive Session at 7:24pm.

The meeting was adjourned at 7:30pm.