

THE HAVERFORD TOWNSHIP FREE LIBRARY ASSOCIATION
1601 Darby Rd, Havertown, PA 19083
Board of Trustees Meeting Minutes (Final)

DATE: February 18, 2026

ATTENDING: Alyce Callison, Vice President Maryanne Olson, Director
Debbie Cella, Treasurer Donna Reeves, Staff
Deb Morley, Secretary Maggie Esteves, Staff
Regina Colantonio, Trustee Julie Schultz, Staff
Scott Lowe, Trustee
Eric Schnittke, Trustee

ABSENT: Margaret Fox-Tully, President

PUBLIC: Sherry Forste-Grupp, Commissioner; Kathleen Roe, Todd Hall, Joel Perlish

The meeting was called to order by Alyce Callison at 7:00 PM.

PUBLIC COMMENT: Joel Perlish shared his views on Capital Campaign naming plaques. Todd Hall shared his views on Library programs.

APPROVAL OF MINUTES: **Motion: To** approve the minutes of the January 21, 2026, Board Meeting. Proposed by Regina Colantonio, 2nd by Debbie Cella. Unanimously approved.

COMMITTEE REPORTS:

Finance Committee: Deb Cella

Debbie Cella reviewed both the January Balance Sheet and Income Statement for the year-to-year comparison and the year-to-date vs. projected budget comparison. She reported on recent revenue and expenditures being on par with previous year and indicated that the library remains in a good financial position.

Building Committee: Scott Lowe

Scott Lowe reported the comprehensive punch list items for completing renovation has been shared with Board. Some items include correcting the size hearth in Living Room, replace controller for elevator operation, correct camera routing issue for sign in parking lot, repair water damage from fascia leak, secure end panels on book cases from falling, add a heating gauge in receiving room, reroute air handler vents from plumbing system as needed, historical clock again needs reprogramming, door lock updates for some staff rooms required, and general drywall, paint and ceiling work. Library moving forward with mag lock conduits on eight doors to hide electrical work.

Fundraising Committee: Maggie Esteves in lieu of Board Chair

Maggie reported the Annual Appeal campaign is winding down and acknowledgment have been mailed. The DelcoGives event will be held on May 7-8, 2026. Planning a Trivia Night fundraiser for Sat, May 16th at the Library. Continuing to build relationships throughout the community.

Governance Committee: Alyce Callison

Alyce reported the committee will share the draft of the Constitution and By-laws wording with Board at next meeting. The process is streamlined in the committee with final details being completed. Will have a final draft for vote at the Annual Association Meeting.

PRESIDENT’S REPORT: Margaret Fox-Tully

Alyce Callison reported in Margaret’s absence that the Library was awarded the Community Service Award by Discover Haverford. In addition, all are invited to attend the Legislative Breakfast hosted by Delaware County Libraries.

DIRECTOR’S REPORT: Maryanne Olson

Maryanne reported in spite of the snow and ice we saw a steady stream of patrons in the building at the reference desk, programs, and the study rooms. According to the people counter we are averaging about 500 visits a day. Anecdotally, staff have shared that it feels “much more like summer” numbers than winter numbers. Hoopla launched with only a few technical issues and so far 170 patrons have registered for accounts since January 22. Remote printing installation is in the works and we will also be introducing MuseumKey as an alternative to our current Museum Pass program. MuseumKey is available for certain museums as a mobile pass option for patrons to download; the benefits are increased ability to book in advance as well as eliminating the risk of “losing” the pass (which comes with a hefty fee). Patrons will still be able to reserve some physical passes if they prefer. Our reference librarian, Gretchen, is working with DCL to catalog all of the items for the Library of Things and we are hoping to launch that in the next month or two. We are also nearly caught up from the backlog of materials that we received during the transition from our Baker & Taylor Service to Ingram publisher which caused some delay in shipments and processing in the late fall. We continue to plan programming for the semiquincentennial in collaboration with Haverford community and civic organizations. We are applying to a grant from Ethel Sargeant Clark Fund for a music series this fall and are moving forward with our Democracy Out Loud reading of documents in April. Additionally, our Youth Services and MakerSpace teams are working on programming for Summer Reading for children. We are currently conducting interviews to fill the open teen librarian position. We are also nearly completed with our performance evaluations of staff. One takeaway from these evaluations is an interest in more professional development opportunities. Some of our part-time staff are also interested in pursuing their Masters in Library Science degree. With this in mind, I’m presenting two additions to be included in our recently updated Employee Manual. One is a formalization of a previous policy for conference reimbursement. The other is a proposal for staff to apply for tuition reimbursement for MLIS programs or other advanced educational programs that would contribute to their work at Haverford Township Free Library. This is a program that is offered at a few other DCL libraries. Both of these proposed additions would be supported with funds from the “Conference/Travel/Prof Development” line in the approved budget. Finally Discover Haverford announced last week that Haverford Township Free Library will be receiving the “Community Champion” award at their upcoming annual “Sip and Savor Soiree” on April 17.

Library Statistics

	Jan 2025	January 2026
Annual Appeal (Campaign to date and YTD)	\$27,969 (11/18/24-1/31/25) \$880 (1/1/25-1/31/25)	\$30,355 (11/18/25-1/31/26) \$2,980 (1/1/26-1/31/26)
Patron Visits to the Library	4,875	14,007
Number of Patrons Checking Out HA Materials (includes HA patrons checked out through DCL)	3,065	4,344
Number of Physical HA Items Checked Out	9,853	14,142
Number of Digital Items Checked Out (Overdrive/Libby and Hoopla digital items)	10,471	11,550
Youth Programs Hosted	In-person: 19 Passive: 8	In-person: 55 Passive: 8
Youth Program Attendees	In-person: 500 (Children 252; Adult 248) Passive: 81	In-person: 1,053 (Children: 585; Adults: 468) Passive: 276
Teen Programs Hosted	In-person: 8 Passive: 0	In-person: 10 Passive: 5
Teen Program Attendees	In-person: 62 Passive: 0	In-person: 37 Passive: 417

Adult Programs Hosted (Including in-person and virtual formats via Zoom)	In-person: 12 Virtual: 5	In-person: 50 Virtual: 4
Adult Program Attendees (Including In-person programs and virtual formats via Zoom)	In-person: 110 Virtual: 61	In-person: 501 Virtual: 64
MakerSpace Programs Hosted	--	Youth: 13 Teen: 10 Adult: 20 Passive: 12
MakerSpace Program Attendees	--	Youth: 96 Teen: 29 Adult: 160 Passive: 1413
Outreach for Youth Services and Adult Services Departments	--	<i>Youth Services</i> Events: 0; Participants: 0 <i>Adult Services</i> Events: 1; Participants: 10
HOMExpress	--	Patrons: 5 Items: 13
Total Programs	In-person: 39 Virtual: 5 Passive: 8	In-person: 158 Virtual: 4 Passive: 25
Items Added to Collection	Adult Ordered: 274 Adult Processed: 328 YSD Ordered: 110 YSD Processed: 483	Adult Ordered: 197 Adult Processed: 307 YSD Ordered: 0 YSD Processed: 359
Reference Inquiries (in-person includes phone inquiries; virtual includes website/online chat)	In-person: 137 Virtual: 25	In-person: 417 Virtual: 37
Book Drop Pickup	YMCA: 536 Items; 243 Patrons CREC: 125 Items; 64 Patrons	YMCA: 519 Items; 215 Patrons CREC: 170 Items; 68 Patrons
New Library Cards Issued	98	188
Study Room Uses	--	Youth Services: 142 Adult Services: 338

FRIENDS LIAISON REPORT: Eric Schnittke

Eric reported that the Friends did not have a quorum at meeting for voting. So, no official business. Maryanne Olson gave a report on the Library. Kathleen reported membership is currently at 84. The Board has an opening currently with a member with financial experience.

NEW BUSINESS: NONE

OLD BUSINESS: NONE

The meeting Adjourned at 7:47 pm.