

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

DATE: January 21, 2026

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

EXCUSED: Scott Lowe, Trustee

PUBLIC: Sherry Forste-Grupp, Commissioner; Kathleen Roe

The meeting was called to order by Margaret Fox-Tully at 7:00 PM.

**PUBLIC COMMENT:** New Library Trustee, Eric Schnittke, was welcomed by the Board.

**APPROVAL OF MINUTES:** **Motion:** To approve the minutes of the December 21, 2025, Regular Board Meeting. Proposed by Debbie Cella, 2<sup>nd</sup> by Regina Colantonio. Unanimously approved.

**COMMITTEE REPORTS:**

**Finance Committee:** Deb Cella

Debbie Cella reviewed both the December 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

Deb Morley reported in Scott's absence that the Building Committee met for the monthly meeting to discuss status of the comprehensive punch list items still outstanding. The Township is working with general contractor to negotiate fees owed versus reimbursements. A few outstanding issues include the roof damage causing AV issues in front board room, elevator outages effecting patron and staff use frequently, waiting on door lock updates for some staff rooms, several ceiling tiles will need to be replaced with grates due to air flow, basement plumbing had to upgrade diaphragm to clear drainage issues, historical clock needs reprogramming, and mag lock needing electrical work will be moving forward.

**Fundraising Committee:** Maggie Esteves in lieu of Board Chair

Maggie reported the Annual Appeal campaign rush is coming to a close with an increase from previous year. Will compile data to look at annual appeal giving stats and trends in order to develop a broader strategy a new phase. She has applied for a programming grant through PaLA for Alzheimer's Caregivers. Planning is underway for a fundraising event to coincide with the 1-year anniversary of Library Reopening. The website redesign work is going strong and will be completed in two months. Maggie is happy to celebrate her 1-year work anniversary in a vibrant Library with great programming.

**Governance Committee:** Alyce Callison

Alyce reported the committee is still working through pages of By-laws wording and phrasing issues along with the updates to Board composition, committees, trustee emeritus, and term limits. The committee plans to move to the next phase by March. The draft will be shared with Board when current outstanding issues are completed.

**PRESIDENT’S REPORT:** Margaret Fox-Tully

Margaret Fox-Tully introduced Eric Schnittke to the Board. She also thanked Eric for volunteering to attend the District Board Meetings as the Trustee Liaison bi-monthly. She reminded all Trustees to sign the Annual Board Signature forms. She provided the Board Directory to all Trustees including their term end date. Her board position will be up for renewal by Association vote in May this year. She reported that now that Capital Campaign has completed, the Fundraising committee will again be combined with Finance Committee as part of the Strategic Plan for the Library that will be coordinated by Maryanne Olson.

**DIRECTOR’S REPORT:** Maryanne Olson

Maryanne reported that performance reviews are underway with all staff members. She reported the Teen Librarian resigned at the end of December so the Library is actively looking for a new full-time Teen Librarian. A Safety Committee has been created for updating guidelines to the Emergency and Safety Procedures and implementing recommendations for staff training. Delaware County Libraries is hosting its first Legislative Breakfast on March 6 to which all Trustees, Commissioners and Township staff are invited.

Databases and resources have been added this month to improve service to patrons. First service added is Hoopla which provides e-materials such as books, audiobooks, magazines, streaming video, and music, instantly without holds. Hoopla charges by use so we have set the limit, to start, at 4 check outs per month. Reference staff will monitor the service throughout the year to see if there is wide range of patron use. They will be specifically looking to see if the cost offsets the reduction in use of physical non-print materials like books on CDs and DVDs which have had a reduction in circulation. The Library will continue to purchase physical copies of those items, however at a decreased rate. The second service added for patrons is to provide remote printing services. Other Delco Libraries (Marple, Radnor Township) provide this service which is integrated in with the existing printing services. Maryanne reported, in her experience it’s a great way to encourage young professionals to get library cards and use the library more often. In addition, a few program highlights for March include hosting a traveling exhibit from the Pennsylvania Breast Cancer Coalition (PABCC) which will feature an opening event co-hosted by State Representative Gina Curry. PABCC plan to invite local and county officials including Greg Vitale and Amanda Cappelletti, as well as the Board. Maryanne is working with Adult Services Manager, Mary Bear Shannon to identify programming that directly reflects America250 theme in partnership with Haverford Township civic organizations. Some of these themed programs upcoming are a theatrical reenactment of the life of Ned Hector, a lesser-known Black revolutionary figure from Brandywine, as well as a traveling exhibit from the Gilder Lehrman Institute of American History. A concert/lecture on American Women of Jazz is also scheduled and with the application for the Ethel Sergeant Clark grant will allow the Library to host more concerts. A significant event in celebration of America250 will also occur in April with a community reading of historical documents of the last 250 years tentatively titled “Democracy Out Loud”. We will reach out to civic leaders, commissioners, and board members to participate in the readings and welcome any suggestions or support from the Trustees to facilitate. All this programming will be highlighting the new local history room available for use by all patrons by appointment.

**Library Statistics**

	<b>Dec 2024</b>	<b>December 2025</b>
Annual Appeal (Campaign to date and YTD)	\$25,694 (11/18/24-12/31/24) \$38,902 (1/1/24-12/31/24)	\$14,815 (11/18/25-12/31/25) \$38,952 (1/1/25-12/31/25)
Patron Visits to the Library	4,394	12,142
Number of Patrons Checking Out HA Materials (includes HA patrons checked out through DCL)	2,364	3,001
Number of Physical HA Items Checked Out	7,049	9,550
Number of Digital Items Checked Out (Overdrive/Libby digital items)	4,394	10,206
Youth Programs Hosted	In-person: 19 Passive: 6	In-person: 48 Passive: 8

Youth Program Attendees	In-person: 576 (Children 356; Adult 220) Passive: 86	In-person: 839 (Children: 568; Adults: 406) Passive: 256
Teen Programs Hosted	In-person: 6 Virtual: 0	In-person: 12 Passive: 4
Teen Program Attendees	In-person: 48 Virtual: 0	In-person: 53 Passive: 307
Adult Programs Hosted (Including in-person and virtual formats via Zoom)	In-person: 11 Virtual: 2	In-person: 36 Virtual: 1
Adult Program Attendees (Including In-person programs and virtual formats via Zoom)	In-person: 138 Virtual: 30	In-person: 345 Virtual: 2
MakerSpace Programs Hosted	--	Youth: 8 Teen: 8 Adult: 16 Passive: 12
MakerSpace Program Attendees	--	Youth: 55 Teen: 30 Adult: 135 Passive: 1215
Outreach for Youth Services and Adult Services Departments	--	Youth Services Events: 0; Participants: 0 Adult Services Events: 1; Participants: 20
<b>Total Programs</b>	<b>In-person: 36 Virtual: 2 Passive: 6</b>	<b>In-person: 97 Virtual: 1 Passive: 12</b>
Items Added to Collection	Adult Ordered: 37 Adult Processed: 372 YSD Ordered: 279 YSD Processed: 309	Adult Ordered: 381 Adult Processed: 1022 YSD Ordered: 181 YSD Processed: 511
Reference Inquiries (in-person includes phone inquiries; virtual includes website/online chat)	In-person: 118 Virtual: 10	In-person: 301 Virtual: 26
Book Drop Pickup	YMCA: 451 Items; 163 Patrons CREC: 133 Items; 55 Patrons	YMCA: 666 Items; 228 Patrons CREC: 150 Items; 72 Patrons
New Library Cards Issued	78	165

**FRIENDS LIAISON REPORT:** Deb Morley

Deb reported that the Friends sold over 70 Book Bundles during the Holidays at a cost of \$10 each. The Friends will plan to have a Spring Sidewalk Booksale on May 16<sup>th</sup> for the next fundraiser. House Cup coffee sales of Friends Blend continue to bring in revenue. Regina Colantonio has volunteered to assume the position as Friends Liaison. The Board thanked Deb for her work as the Friends Liaison during the previous two years.

**NEW BUSINESS:** NONE

**OLD BUSINESS:** NONE

**The meeting Adjourned at 8:12 pm.**