

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

DATE: May 20, 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 Patti Mungan, Staff
Regina Colantonio, Trustee Julie Schultz, Staff
Scott Lowe, Trustee
Eric Schnittke, Trustee

ABSENT: NONE

PUBLIC: Sheryl Forste-Grupp, Commissioner; Danielle Kulp, Kathleen Roe, Elizabeth Mia Wells,
Mark Mungan

The meeting was called to order by Margaret Fox-Tully at 7:46 PM.

PUBLIC COMMENT: NONE

APPROVAL OF MINUTES: **Motion:** To approve the minutes of the April 15, 2026, Board Meeting.
Proposed by Scott Lowe, 2nd by Debbie Cella. Unanimously approved.

COMMITTEE REPORTS:

Finance Committee: Deb Cella

Debbie Cella reviewed both the April Balance Sheet and Income Statement for the year-to-year comparison and the year-to-date vs. projected budget comparison. Debbie reported that the library remains in a good financial position and Library is on par with projected revenues and expenses. The Finance Committee received final Audit.

Building Committee: Scott Lowe

Scott Lowe reported the warranty period with the Construction company has expired. Items that were on the punch list prior to the warranty expiration will be still be addressed. Construction Managers are still engaged in process. Boiler existing system has some maintenance and operating issues. Replacement of valves in process. Mag locks estimates came in higher than expected. The conduits are not a safety issue so Building Committee recommends not moving forward with further encapsulating the existing wiring. Township continuing to negotiate with construction company until settlement is reached.

Fundraising Committee: Maggie Esteves in lieu of Board Chair

Maggie reported the DelcoGives 2026 event was successful. The Library received \$2,490 directly from donors and will receive additional gift from Foundation of Delaware County based on number of donor participants. The Library's first Trivia Night fundraiser held on May 16 was also a success with 82 attendees in which we raised a total of \$3,700.

Governance Committee: Alyce Callison

Alyce Callison reported that the committee will seek assistance from the Board on continuing education and development for Trustees.

PRESIDENT’S REPORT: Margaret Fox-Tully

Margaret thanked the Board for their support during her time as President and is now happy to hand over the gavel to Alyce Callison as she continues to serve as a Board Member.

DIRECTOR’S REPORT: Maryanne Olson

Maryanne reported that the managing staff are making offers on two positions this week for part-time Library Assistant that is dedicated to the MakerSpace to replace Maura Duffy’s position after her promotion, as well as for the open Circulation Manager position in which Patti Mungan was critical in assisting to fill this position. Staff are excited about both of our top-choice candidates.

Programs of note for May included an opening reception for the Pennsylvania Breast Cancer Coalition Photo Exhibition in which over 50 people attended including State Rep. Gina Curry and many breast cancer survivors. The event received very positive feedback from the community with the photo exhibition remaining on display throughout the Library for a week. In addition, an inaugural Trivia Night fundraiser was held on Saturday, May 16 with over 80 participants. In addition to raising funds, it was a great opportunity to test out a new program and try out the babysitting option. Providing babysitting during special programming will be a top priority in order to attract the “hard to reach” 25-40 yr. old age range who have children and would not typically be able to attend these programs. Coming up in June, we will celebrate Pride Month with lecture/symposium programs for adults, as well as additional events for children and teens. Staff will have an Outreach event on June 7 with a table at the annual Heritage Festival on Karakung Drive. The Summer Reading programs in the Library for all ages will begin on June 17.

Library Collections and services continue to expand. The Library staff has been working to add a new online subscription called Bendy Yoga which is a low-cost program to give adults and children free access to online yoga classes. The Library of Things continues to be a popular new addition to the library’s collection, particularly the lawn games which are booked in advance almost every week. Patrons continue steady use of Hoopla as it is now offered in addition to the Libby online platform. In addition, patrons are utilizing the new remote printing service, Princh, that launched last month as well. The next major patron service-related project is to officially launch the Preserving Your Memories Lab. Maryanne reported that she will work with Mary Bear Shannon on a genealogy program in partnership with the local chapter of Alpha Kappa Alpha, the oldest Greek-letter organization established by African American women.

Maryanne will kickstart the Strategic Planning process which is expected to be completed within nine months. Included in her report was a summary of the Strategic Planning process which includes creating the committee and setting up the first meeting for June.

Library Statistics

	Apr 2025	Apr 2026
Annual Appeal (Campaign to date and YTD)	\$30,924 (11/18/24-4/30/25) \$3,835 (1/1/25-4/30/25)	\$38,984 (11/18/25-4/30/26) \$11,679 (1/1/26-4/30/26)
Patron Visits to the Library (*closed 4/20/25 for renovation)	3,295*	15,318
Number of Patrons Checking Out HA Materials (includes HA patrons checked out through DCL)	1,711*	7,094
Number of Physical HA Items Checked Out	5,962	21,007
Number of Digital Items Checked Out (Overdrive/Libby and Hoopla digital items)	10,085	10,498
Youth Programs Hosted	In-person: 15 Passive: 6	In-person: 60 Passive: 9
Youth Program Attendees	In-person: 370 Children: 175; Adult: 195 Passive: 76	In-person: 1,261 (Children: 671; Adults: 590) Passive: 219

Teen Programs Hosted	In-person: 5 Passive: 0	In-person: 25 Passive: 5
Teen Program Attendees	In-person: 33 Passive: 0	In-person: 67 Passive: 399
Adult Programs Hosted (Including in-person and virtual formats via Zoom)	In-person: 143 Virtual: 25 Passive: 0	In-person: 61 Virtual: 5 Passive: 1
Adult Program Attendees (Including In-person programs and virtual formats via Zoom)	In-person: 9 Virtual: 3	In-person: 582 Virtual: 72 Passive: 57
MakerSpace Programs Hosted	n/a	Youth: 15 Teen: 13 Adult: 19 Passive: 0
MakerSpace Program Attendees	n/a	Youth: 151 Teen: 22 Adult: 167 Passive: 1,464
Total Programs	In-person: 163 Virtual: 25 Passive: 6	In-person: 193 Virtual: 5 Passive: 15
Outreach for Youth and Adult Services Departments	n/a	Youth Services Events: 0; Participants: 0 Adult Services Events: 2; Participants: 20
HOMExpress	n/a	Patrons: 3 Items: 7
Items Added to Collection	Adult Ordered: 0 Adult Processed: 0 YSD Ordered: 110 YSD Processed: 0	Adult Ordered: 156 Adult Processed: 334 YSD Ordered: 1024 YSD Processed: 642
Reference Inquiries (in-person includes phone inquiries; virtual includes website/online chat)	In-person: 74 Website Chat: 26	In-person: 509 Website Chat: 40
Book Drop Pickup	YMCA: 337 Items; 137 Patrons CREC: 93 Items; 38 Patrons	YMCA Items: 334 CREC Items: 135 TWP BLDG: 31
New Library Cards Issued	57	138
Study Room Uses	n/a	Youth Services: 183 Adult Services: 402

FRIENDS LIAISON REPORT: Regina Colantonio

Regina reported the Friends Spring Book Sale on May 16 shattered previous record with over \$1,500 raised in books and merchandise sales. The Friends have nominated two new Board Members. The new Board Member, Becky O'Hara, was nominated to Treasurer of the Friends beginning in June. Friends plan to display a Friends merchandise basket filled with Friends blend coffee and other merch at the Circulation desk for sale.

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 Alyce Callison President of the BOT. Nominated by Margaret Fox-Tully, 2nd by Regina Colantonio. Unanimously approved.

Motion: To elect Regina Colantonio Vice President of the BOT. Nominated by Alyce Callison, 2nd by Debbie Cella. Unanimously approved.

Motion: To elect Deb Morley Secretary of the BOT. Nominated by Eric Schnittke, 2nd by Scott Lowe. Unanimously approved.

Motion: To elect Debbie Cella Treasurer of the BOT. Nominated by Margaret Fox-Tully, 2nd by Regina Colantonio. Unanimously approved.

Margaret Fox-Tully thanked the Board and fellow officers.

OLD BUSINESS: NONE

The meeting Adjourned at 8:36 pm.