

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

DATE: July 15, 2026

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

ABSENT: NONE

PUBLIC: Kathleen Roe

The meeting was called to order by Alyce Callison at 7:02 PM.

PUBLIC COMMENT: NONE

APPROVAL OF MINUTES: **Motion: To** approve the minutes of the June 17, 2026, Board Meeting. Proposed by Regina Colantonio, 2nd by Eric Schnittke. Unanimously approved.

COMMITTEE REPORTS:

Finance Committee: Debbie Cella

Debbie Cella reviewed both the June 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. Revenue slightly increased from projected budget while Expenses even with projections. Library still has a \$281,000 surplus in budget.

Building Committee: Scott Lowe

Scott Lowe reported that library has decided to contract with a new maintenance company to service the elevator. HVAC contractor will be on site to address air conditioning issues.

Building Committee recommends that the library expend the funds for repairing the living room hearth. The factors that were considered by the committee are: a) negotiations between the contractor and Township have been ongoing for over a year, b) the hearth is very visible to all patrons, c) patron purchased the naming opportunity with the expectation of a completed fireplace.

Motion: Building Committee recommends the Library expend up to \$15,000 to construct a new hearth for the fireplace. Proposed by Scott Lowe, 2nd by Eric Schnittke. Unanimously approved.

Fundraising Committee: Maggie Esteves in lieu of Board Chair

Maggie reported that the library, in a show of stewardship, will reach out to all donors by email with a mid-year update of new Library resources and services to let donors know how their donations have been put to work..

Business Breakfast will be held on September 24. Invitations for Business Breakfast will be emailed this year. The Library will begin planning the 10th Annual Dewey Decimal Dash by reaching out to new and prior businesses for sponsorship.

Governance Committee: Alyce Callison

Alyce Callison reported that in accordance with the new Library bylaws, two new members of the Board of Trustees will be appointed in September. One member will be appointed by the Township at the September Commissioners meeting, the second member will be elected by a vote of the Library Association members at a Special Meeting in September. The Board will be conducting screening interviews of all candidates. Letters to the Association will be mailed to announce the Special Meeting and the list of candidates.

PRESIDENT’S REPORT: Alyce Callison

Alyce Callison welcomed Kate Roseberry as the new Circulation Manager.

DIRECTOR’S REPORT: Maryanne Olson

Maryanne introduced Kate Roseberry and Kate provided a few remarks on her library experience and management style.

The county wide outage of DCL and Delco systems since late June has been resolved. The outage resulted in issues with check-out, access to our public computers, and patron notifications. Staff was exemplary in their responsiveness and troubleshooting. Complaints from the public were expected but were minimal and staff worked to minimize the impact on the public. One result of this is that the circulation statistics for June are an estimate only. Updated statistics will be provided for June, July, and August at the September meeting.

Summer reading programming has begun with great enthusiasm, particularly from our younger patrons. The children’s room is always bustling in the mornings, afternoons, and on the weekends and the new Teen Librarian is seeing an increase in regular “school-year” teens than in previous summers at these programs as well as participating in the official teen summer reading program. The MakerSpace has seen about a 25% increase in school-age and teen participation this summer and staff have used the opportunity to test out a few new programs that will continue to be developed during the school year.

Strategic planning is moving along - the data team will be meeting next week to assess what information they currently have and what still needs to be gathered, and the full strategic planning committee is beginning to brainstorm more directed focus groups to conduct in the late summer/early fall. As always, if other trustees have ideas about people or groups to reach out to in this initial data-collection phase, please let the Maryanne know.

In terms of outreach, Mary Bear Shannon and Maryanne recently met with the new Director of the Delaware County Department of Military and Veterans Affairs about supporting some of their programming. The Library will be hosting an upcoming book discussion panel with the Veterans as well as discussing a future book club for women veterans.

Finally, the Library is in the process of applying for a grant from the Office of Commonwealth Libraries to purchase additional equipment and to train staff to conduct on-site and off-site “community scanning” days for our Local History Room. Based on conversations with existing and new community partners, including the Historical Society, the library can be more of a leader in providing support to local organizations and individuals who are interested in digitizing historical records or capturing their history through alternative methods like oral history or other forms of storytelling. The hope is that this grant will pave the way for future work supporting community archiving. One requirement though - because the state aid grant is tied to IMLS/federal funding - is that the library needs to have a bid and procurement policy. Donna and Maryanne have drafted a proposed bid and procurement policy based on a sample template provided by the Office of Commonwealth Libraries. Both the library version and the sample template are being provided for review by the Board.

Library Statistics

	Jun 2025	Jun 2026
Annual Appeal (Campaign to date and YTD)	\$36,281 (11/18/24-6/30/25) \$9,192 (1/1/25-6/30/25)	\$39,815 (11/18/25-6/30/26) \$12,510 (1/1/26-6/30/26)

Patron Visits to the Library	6,925	16,033
Number of Patrons Checking Out HA Materials (includes HA patrons checked out through DCL)	5,047	7,945
Number of Physical HA Items Checked Out	17,517	23,982
Number of Digital Items Checked Out (Overdrive/Libby and Hoopla digital items)	10,213	11,321
Youth Programs Hosted	In-person: 42 Passive: 6	In-person: 53 Passive: 6
Youth Program Attendees	In-person: 1,190 (Children: 631; Adults: 559) Passive: 184	In-person: 1,385 (Children: 732; Adults: 653) Passive: 188
Teen Programs Hosted	In-person: 16 Passive: 0	In-person: 23 Passive: 4
Teen Program Attendees	In-person: 73 Passive: 0	In-person: 123 Passive: 366
Adult Programs Hosted (Including in-person and virtual formats via Zoom)	In-person: 19 Virtual: 4 Passive: 0	In-person: 39 Virtual: 5
Adult Program Attendees (Including In-person programs and virtual formats via Zoom)	In-person: 235 Virtual: 49 Passive: 0	In-person: 414 Virtual: 43
MakerSpace Programs Hosted	Youth: 10 Teen: 13 Adult: 7	Youth: 13 Teen: 11 Adult: 22 Passive: 13
MakerSpace Program Attendees	Youth: 91 Teen: 61 Adult: 46	Youth: 155 Teen: 45 Adult: 173 Passive: 1,682
Total Programs	In-person: 108 Virtual: 4 Passive: 6	In-person: 161 Virtual: 5 Passive: 28
Outreach for Youth and Adult Services Departments	n/a	Youth Services Events 1; Participants 103 Adult Services Events 2; Participants 148
HOMExpress	n/a	Patrons: 8 Items: 15
Items Added to Collection	Adult Ordered: 415 Adult Processed: 419 YSD Ordered: 393 YSD Processed: 764	Adult Ordered: 324 Adult Processed: 371 YSD Ordered: 462 YSD Processed: 266
Reference Inquiries (in-person includes phone inquiries; virtual includes website/online chat)	In-person: 377 Website Chat: 38	In-person: 679 Website Chat: 52

Book Drop Pickup	YMCA: Items 486, Patrons 186 CREC: Items 114, Patrons 50	YMCA Items: 546 CREC Items: 137 TWP BLDG: 24
New Library Cards Issued	633	242
Study Room Uses	n/a	Youth Services: 157 Adult Services: 385

FRIENDS LIAISON REPORT: Regina Colantonio

Regina Colantonio reported that the Friends Board does not meet in July.

NEW BUSINESS: NONE

OLD BUSINESS: NONE

The meeting Adjourned at 8:31 pm.