

Avon Grove Library Board of Trustees Meeting - Minutes
Wednesday, March 24, 2021 , 7:00 pm – Zoom meeting
Submitted by Pat McKeon

- I. Welcome - 7:03
 - A. In attendance: Walter Borys, Sue Geiger, Barbara Hart, Pat McKeon, Allison Thomas, Shelly McCoy, Jack Waber, Suzanne Regnier, Cordelia Rosazza, Lori Schwabenbauer, and Lori Holcombe
- II. Adoption of Agenda
 - A. Motion to adopt the agenda made by Jack, seconded by Walter, motion carried
- III. Guests - none
- IV. Friends of the Library Report - Lori Holcombe, Co-president
 - A. The Friends will be selling canvas tote bags for \$18.00. Their cost is \$12.00
 - B. They plan to hold another online silent auction late in April, or early in May
 - C. They have received a number of donations from the membership email that was sent
 - D. Lori H. is going to meet with Kati's teen volunteers to learn more about Facebook and Instagram algorithms to promote their posts
- V. Minutes of 2/24/21
 - A. Motion to accept the minutes made by Jack, seconded by Shelly, motion carried
- VI. Director's Report - Lori Schwabenbauer, Director, see attached
 - A. It seems that the WHY segment and Daily Local article regarding our local libraries prompted more county libraries to open
 - B. Lori let the Board know that Lydia from Haverford will attend our meeting next month. Please let her know questions you may have
 - C. The national economic stimulus package will increase funding for the state. It is not known if this will have a local impact
 - D. Lori noted that a recent Gallup poll indicated that libraries are the most popular cultural institution
 - E. Penn Township will be paying for the summer movies June - November. The library will coordinate each event
 - F. Lori shared that all Pennsylvanians have access to the Philadelphia Free Library and Penn State's libraries
 - G. Motion to accept the Director's Report made by Pat, seconded by Jack, motion carried
- VII. Treasurer's Report - Cordelia Rosazza, Treasurer, see attached
 - A. Cordelia reported that we have a healthy balance in TD Bank
 - B. Our Endowment Fund with Haverford is rebounding
 - C. Cordelia noted that half of our income has been received
 - D. Motion to accept the Treasurer's Report made by Jack, seconded by Suzanne, motion carried
- VIII. Old Business
 - A. Fundraising reports and 2021 plan - presented by Suzanne Regnier
 - 1. Suzanne has input all contact information for our municipalities into FlipCause
 - 2. She suggested a Library Week promotion
 - 3. The West Grove Message Board post that gave our library high praise was shared
 - 4. Suzanne has been capturing positive testimonials into FlipCause
 - 5. She will send a mailing sharing our positives to the municipal supervisors
 - 6. Suzanne noted that we have almost 200 entries of donor files

7. Walter commented on the London Grove Township meeting that he attended. He noted that they, as well as audience members, shared praise and good feelings about our library
8. It was discussed that library outreach opportunities and programs should be investigated with the townships

B. Participation in CCLS Author Event fundraiser

1. See the flier for more information
2. Questions were asked about the format
3. Motion to participate in the CCLS Author Event Fundraiser was made by Suzanne, seconded by Jack, motion carried
4. The suggestion was made to give free tickets to donors who have given larger donations to the Library. Sue asked Jack and Suzanne to come up with a plan for this

C. Board Governance 101 - Sue Geiger

1. Sue surveyed who read the document and encouraged members to do so

D. Board committees - Sue Geiger

1. Need chairman for two committees
 - a) ByLaws/Policy/Employee Handbook - Barbara Hart volunteered to head this committee
 - b) Board Recruitment still needs a chair. Please let Sue know if you would be willing to head this committee

IX. New Business

A. Annual Report 2020 - presented by Lori Schwabenbauer

1. The Annual Report is in draft form and Lori will have the final form available early next week
2. She found that there is a lot of new information due to the events/issues of 2020
3. Statistics
 - a) Avon Grove lost the number one spot in children's programming
 - b) She found there are lots of stories to report
 - c) Lori noted that there is a big jump in use of e-materials
 - d) Circulation of in-house materials down, especially audio-visual
4. The library's move to reopen was a positive. Thankfully the staff has been healthy throughout this period
5. Lori explained the funding sources for resources and databases

B. 2021 Strategic Plan - presented by Lori Schwabenbauer

1. See handout
2. One of the prioritized goals for the year will be to reorganize space for Spanish language materials
3. The library will try to provide more bilingual resources and options. This has been incorporated into many of the goals and objectives

C. Trustee to speak at Legislative Event

1. Jack volunteered to attend the event with Senator Comitta
2. Suzanne offered to attend the event with Representative Lawrence. Pat said she was willing to attend if the date doesn't work for Suzanne
3. Sue volunteered to attend the event with Representative Sappey

D. Kennett Library – new library video

1. Sue stressed that it's important for each of the Board members view the video to see what impact Kennett's new building and expanded services will have on our library
2. Please let Sue know your questions

X. Committee Reports

- A. Personnel Committee (S. Geiger, S. McCoy, P. McKeon, S. Regnier, C. Rosazza)
 - 1. This committee met multiple times. They created the document to evaluate the Director and did the evaluation
 - 2. Sue will meet with Lori on Tuesday morning to review the results
- B. Space Planning Committee (S. McCoy, B. Hart, L. Schwabenbauer)
 - 1. The committee met in mid-March
 - a) The plan will focus on creating an area for bilingual materials
 - b) Lori and the staff will be moving and reorganizing the space to determine the size of space available for the project by August
 - c) Lori will come up with a budget for carpeting, end-caps, furniture, etc.
 - d) They have added Lisa Sweet to the committee
 - 2. Jack brought up furniture/upholstery concerns and suggestions were made to repair worn materials
 - 3. Suzanne commented that an Eagle Scout in need of a project might be able to assist with some aspects of the space planning project

XI. Other items for discussion - none

XII. Adjournment

- A. Motion to adjourn at 8:21 made by Jack, seconded by Cordelia, motion carried