Avon Grove Library Board of Trustees Meeting
Wednesday, June 24, 2015
7:00 pm - Public Meeting Room
Minutes, Submitted by Pat McKeon, Secretary

I. Welcome: 7:05
   A. In attendance: Suzanne Regnier, Judy Porta, Mark Ungemach, Pat McKeon, Wanda Prosser, Patrick Harrison, and Lori Schwabenbauer

II. Adoption of Agenda: Motion to adopt made by Suzanne, seconded by Judy, motion carried

III. Acceptance of May Minutes: Motion to accept made by Judy, seconded by Wanda, motion carried

IV. Directors Report: Lori Schwabenbauer, Avon Grove Library Director, see attached for details
   A. No internet in the library today, so no statistics are available for the report. Lori will present them next month
   B. Updates
      1. Summer fundraiser
         a) Is still in the process of being organized
         b) Lori is working expand the number of households that receive the mailing
      2. Summer hires are working out well
      3. Looking to hire a couple of more to replace recent loses in staff
      4. Lori shared notes and a diagram for the renovation project in the processing and circulation room
         a) Mary Jane Morris will be the project manager for the renovation
      5. Phone system
         a) Verizon missed an appointment
         b) Lori has been looking into other options such as Vonage or Jive (VOIP)
         c) Mark recommends keeping one land line in the event of internet failure. Lori said they are keeping the fax line.
      6. Library Staff meeting minutes were shared
      7. Library branding and promotion
         a) Lori is continuing to update our promotional materials
         b) She would like to include a spanish translation of some materials. Wanda offered to assist with finding someone to help with this
8. Summer Kickoff  
   a) More registration money collected than ever at the event  
   b) The event was well attended and activities went well  
9. Considering staying open later on Fridays, may test this during the school year. Will need to consider additional funding that may be needed to staffing  
10. Programing  
   a) A lot of new programs for the teens organized by Laura  
   b) Lori is working on developing several programs for adults  
11. Lori opened the account at Citizens to initiate the PayPal account  
12. Lori is looking for funding to provide a defibrillator to have available in the library. Possible funding sources: a cardiologist, the fire department, the Lions  
13. A Pop-up Library has been started by Coatesville. Lori is going to investigate. Several member made suggestions  
14. Township and borough meetings - Lori has been to three so far  
15. Volunteer luncheon - was held June 2nd. It’s purpose was a refresher on procedures and for the volunteers to meet Lori  
16. Friends’ meeting  
   a) They are looking to update the bags offered for purchase  
   b) They are putting off the book sale  
   c) They will begin to meet monthly again in the fall  
   d) They want to know about sharing customer emails, Lori will investigate if there is an issue with this with CCLS. She is able to send notices to the library email list for them  
17. Lori supplied a card for the board to sign and to send to Peggy Wadsworth for her retirement  
18. Motion to accept the Director’s Report made by Patrick, seconded by Pat, motion carried  

V. Treasurers Report: Judy Porta, Treasurer, see attached for details  
   A. Spent more than we brought in (due to some higher spending - see below)  
   B. Funds from Avondale and partial funding from London Grove have been received  
   C. Noted that wages were higher than normal for the month, Lori pointed out that there were 3 pay periods in May  
   D. Spending in Children’s books was higher - probably due to summer reading, Lori will look into this  
   E. The system shows a credit on the insurance that Judy believes we haven’t yet paid, Lori will look into this  
   F. Assets haven’t changed very much. Judy will add new assets when the renovation project is finished  
   G. $8,000 increase in the Haverford Fund  
   H. Verizon grant will have a new budget line number  
   I. Judy has added the new budget numbers to be used next year at the end of spreadsheet
J. Motion to accept the Treasurer’s Report made by Suzanne, seconded by Pat, motion carried

VI. Old Business
A. Background checks - legislation pending in Harrisburg related to this
B. Policy committee
   1. Mark will reach out for the policy committee to arrange meeting dates to begin revising the policies
   2. Concerns about accessing the wiki were expressed - Lori needs to have administrative access
C. Equal Access Issue - CCLS System Agreement
   1. The Board continued the discussion started by Joe Sherman last month
   2. Judy comment that she is in favor of pilot programs, followed by the program becoming available to other libraries, she suggests that the CCLS must give permission to run any pilot programs
   3. Mark shared that “Access to Everyone” is a huge issue
   4. Suzanne clarified that we get one vote, and encouraged caution as we may be in the position of wanting to do something unique at some point in time
   5. Patrick believes that decisions and policies should not be made that hold back a library from initiating a program if they choose to - He doesn’t support decisions that may stifle innovation
   6. Suggestion: For situations like this could access given to the member libraries - public use at the library
   7. Suzanne points out that Equal Access is not necessarily always Equal - the offered alternatives may be different than the original experience
   8. Next SAC meeting is in August

VII. New Business
A. Credit Card for the library
   1. Lori discussed this possibility - Amazon is the way to go to order things quickly
   2. Lori has been using her own card currently and being reimbursed, as have other staff members
   3. Judy asked what the maximum amount that could potentially be spent on it per month
   4. Lori said this bill, like other bills, would be submitted to the county for payment
   5. Mark asked Lori to see what the county is doing, what the procedures are that others are using and if there is a particular card that is beneficial to the library

VIII. Committee Reports - none
IX. Open discussion
A. Kim’s recognition - short presentation/celebration before a future meeting
B. Lori - asked about taking old books to used book seller to see if there is of value

X. Adjournment: Motion to adjourn made by Patrick, seconded by Judy, motion carried at 8:30