

Avon Grove Library Board of Trustees
Wednesday, May 24, 2017
Community Room
Submitted by Pat McKeon, Secretary

- I. Welcome
 - A. In attendance - Suzanne Regnier, Pat McKeon, Sue Geiger, Eric Crist, Patrick Harrison, Walter Borys, Judy Porta, Shelly McCoy and Lori Schwabenbauer
 - B. Sue's remarks
 1. Welcome to Shelly McCoy, representing Franklin Township
 2. Changes in agenda and meeting procedures with the goal to make meetings more interactive and friendly
 3. Reports must read before each meeting, and will be submitted for approval at same time
 4. Old and new business will continue on the agenda
 5. Committee reports will receive the most emphasis in the meeting
 - C. Pat's presentation: What Makes a Great Board Meeting - see handouts
 1. Shared highlights from the workshop presented by Michael Kumer for CCLS in April
- II. Adoption of the Agenda - with the addition of vice president and lease agreement items to old business, and adding turning outward initiative motion to new business - Motion to adopt the revised agenda made by Patrick, second by Judy, the motion carried
- III. Guests - none
- IV. Approval of Minutes and All Reports - no objections, corrections or comments. Motion to approve made by Eric, seconded by Suzanne, motion carried
- V. Old Business
 - A. Vice President Position - Suzanne was elected by acclamation
 - B. Lease Agreement -
 1. Judy shared the papers that Lori found and shared the section that states that it was a lease agreement from the beginning
 2. Sue and Lori had a conversation regarding the lease with Greg McCummings, who is open to discussing the details
 - C. The board agreed to continue this meeting schedule format through August
 - D. Board Recruitment
 1. We welcomed Shelly McCoy - new to the board, librarian at the U of D, representing Franklin Township
 2. We still need another person from Franklin Township and West Grove Borough
- VI. New Business
 - A. Annual Report - should be done by the end of the week - Lori will distribute and give us copies for our townships
 - B. County-wide Customer Service Survey results
 1. 65 responses from our service area
 2. Parking is our biggest complaint
 3. Generally customers are happy, but have ideas for improvements
 4. Lori will provide a summary later
 - C. Londonderry Township service area division may move to Avon Grove (to be shared 50-50 with Parkesburg Library), in addition to other service area changes within the district - SAC approved the changes recommended by the committee, the System Board approved and recommended that this be implemented in 2019
 - D. Turning Outward Initiative
 1. Initiative from the Office of Commonwealth Libraries
 2. Lori will be listening to the webinar and will have more information after that

3. The board felt this was worth pursuing

VII. Committee Reports and Discussion

- A. Branding Committee - report given by Pat
 1. Shared the research done so far
 2. A focus group meeting is scheduled to gather ideas and feedback regarding vision and mission statements
- B. Fundraising Events - report given by Judy
 1. The goal of this project will target adult programs and projects
 2. Rita Gamache is an additional, non-board member of the committee
 3. The committee has done the legwork for the proposed carnival, but the representative has not gotten back to Judy
 4. Paradoxx Winery event planner - never gets back to Judy either
 5. Beef and Beer would be a possibility
 6. Monthly bingo (need a license, location, and volunteers)
 7. Suzanne mentioned that Boy Scouts went to opening day of Little League, making professional grade cotton candy and popcorn. The question was asked whether you need to be a certified food handler for this.
 8. Discussed the need for a banner to publicize/identify the library at events
 9. Eric will check on Penn Township's Fair date
- C. Grants - report given by Suzanne and Eric
 1. no report
 2. Walter asked about whether Walmart and grocery stores offer fundraising opportunities
 3. The committee will investigate companies and foundations that support our type of organization
- D. Personnel - report given by Sue (Wanda and Eric are additional members)
 1. Making progress on the Evaluation of the Director
 2. Final review of the tool and it will be implemented
- E. Ad hoc Friends Group Committee - report given by Walter
 1. Hosted a meeting May 16, 2017
 2. 14 people came
 3. Lots of questions were shared and Walter encouraged them to do whatever they wanted
 4. Four people volunteered to take a leadership roles
 5. Walter is hopeful that this will take off
- F. Executive Committee - no report
- G. Strategic Planning/Bylaws - given by Pat
 1. Members were encouraged to complete the survey which evaluates the Board's performance

VIII. Open Discussion

- A. Walter had a conversation with an employee regarding concerns about the job that the Director is doing. This individual viewed the work with the county as not relevant, had concerns about money and spending. He had a long discussion with the individual and shared that the board is encouraging the Director to look at the big picture and that we support the work that she is doing. Walter is just making us aware.
- B. Sue stated that Lori should be approached first when employees have concerns
- C. Board members are reminded to identify ourselves to the staff as board members so they get to know who we are

IX. Adjournment - 9:05 motion to adjourn made by Shelly, seconded by Judy. Motion carried.