

**Avon Grove Library Board of Trustees Meeting: Minutes**  
**Wednesday, June 26, 2024**  
**7:00 pm via Zoom**

- I. Welcome at 7:02
  - a. In attendance: Sue Geiger, Pat McKeon, Cordelia Rosazza, Shelly McCoy, Suzanne Regnier, Barbara Hart, Walter Borys, Jack Waber and David Payne
- II. Adoption of Agenda
  - a. Motion to adopt the agenda made by Jack, seconded by Suzanne, the motion carried
- III. Minutes of May 22, 2024
  - a. Motion to accept the minutes made by Pat, seconded by Jack, the motion carried
- IV. Director's Report: given by David Payne, Library Director, see report
  - a. Circulation numbers were the second highest for this year, but down from last year.
  - b. Two new Staff start this month. Electra Leounes is a library assistant and Maria Costello is the Passport Manager. David continues to recruit for a second passport agent. Rebecca Smith resigned and he is recruiting for her position.
  - c. Programs have been well attended. Summer Reading is off to a great start and the numbers are higher than last year.
  - d. David expressed his thanks to Gwen Mylnar, the Avon Grove School District Librarian, who facilitated many school visits to promote the summer Reading program.
  - e. The library had received its second quarterly payment from London Grove.
  - f. David has continued to visit the Municipalities to promote the Adventure Backpacks program.
  - g. David will present a poster session on the Backpack program at the PaLA conference in October.
  - h. The blinds in the Children's Room will be installed July 8th.
  - i. David attended an Avon Grove Lions meeting and received a donation of \$750.00.
  - j. So far the Spring Appeal has raised over \$8000.00.
  - k. David announced that he has been appointed to the Public Library Association's conference planning committee for the ALA conference in 2025
  - l. The Chester County Library System Board will hold their July meeting at Avon Grove in the Community Room - 9:00 am on Tuesday, July 16. Board members are encouraged to attend.
  - m. Water and Sue complimented the staff responsible for the social media posts/videos. They are creative, informative and well done.
  - n. A motion was made to accept the Director's Report made by Jack, seconded by Cordelia, the motion carried
- V. Treasurer's Report: given by Cordelia Rosazza, Treasurer, see attached
  - a. Cordelia reports that the finances continue to be good.
  - b. Income/expenses are where they should be at this time.
  - c. Cordelia asked for clarification about one of the Capital Outlay expenses. David said it was for the sign.
  - d. She noted that there was another draw taken from the capital reserve fund for \$5150.00 that should not have been taken. David will look into that.
  - e. A motion to approved the Treasurer's Report made by Sue, seconded by Pat, the motion carried.
- VI. Old Business
  - A. Library bench cushion replacement

- a. The New London upholstery company came and took measurements. Sue and David looked at fabric samples. Shelly will look at them on Thursday. The upholstery company will give a quote after that.
  - B. 150<sup>th</sup> anniversary community celebration event
    - a. Sue suggested getting a “Save the Date” out to the public so the community is aware of this upcoming event.
    - b. The board members volunteered to help with the work on the committees needed to prepare for the event
      - i. Sponsorship/fundraising: Shelly, Sue, Suzanne, Jack
      - ii. Invitations and communications to elected officials and other VIP’s: Jack, Cordelia, Shelly
      - iii. A time capsule: Shelly, Pat, Sue
      - iv. Community celebration event planning & logistics: Cordelia, Allison, Barbara, Shelly, Pat (this is an important committee and should be broken down into different jobs)
      - v. Author event: Sue, Cordelia, Allison, Barbara, Pat
      - vi. Floater: Walter
    - c. Suggestions were made that we might have more than author (Children’s, Middle Grades, Adult)
    - d. A discussion about parking issues was held.
    - e. David and the staff will work on programming
- VI. New Business
- A. Policy Manual 2024 update
    - a. The overall the changes that have been made to the Policy Manual have been previously approved. This is to approve the whole document.
    - b. A motion was made to accept the final version of the Policy Manual made by Jack, second by Pat, the motion carried.
- VII. Committees
- A. Fundraising Committee (S. Regnier and J. Waber [co-Chairs], S. Geiger)
    - 1. Suzanne shared the work she’s done in FlipCause and suggested that discussions about top donors be held at each board meeting starting next month
- VIII. Other items for discussion
- a. Discussion of the libraries participation with the National Night Out on Aug.6
    - i. David would like to have presences there, possibly in a better location
    - ii. Sue suggested may be we could reach out to grow the Friends group
    - iii. It was suggested that it would be a great time to promote the 150th Anniversary
- IX. Adjournment
- a. A motion to adjourn made by Cordelia, seconded by Suzanne, motion carried at 8:10pm