

Avon Grove Library Board of Trustees Meeting - Minutes

Wednesday, April 27, 7:00 pm – Zoom meeting

Submitted by Allison Thomas

I. Welcome: 7:01 pm

- A. In attendance: Sue Geiger, Walter Borys, Allison Thomas, Shelly McCoy, Jack Waber, Cordelia Rosazza, Lisa Sweet, Barbara Hart, Joseph Sherwood (Guest)

II. Adoption of Agenda

- A. A motion to adopt the agenda with the one addition was made by Jack, seconded by Walter, the motion carried.

III. Friends of the Library Report

- A. Friends of the Library didn't meet this month, so there is nothing to report (update sent in advance via email by Barb Murphy, co-president).

IV. Guests – Joseph Sherwood

- A. Wifi password will be more secure for patrons; unsecured hotspot issue has been fixed.
- B. Visiting AGL in next month.
- C. Friday is Legislative Breakfast; Commissioners and a few legislators will be there.
- D. Provided staffing updates in Chester County libraries.
- E. Atglen moved into new building. Honeybrook remains in planning stages for addition. Kennett is fundraising.

V. Minutes of 3/23/2022

- A. No corrections
- B. A motion to approve the minutes made by Jack, seconded by Cordelia, the motion carried.

VI. Director's Report – Lisa J. Sweet, Interim Director (see report for details)

- A. Statistics came back in line.
- B. Staffing changes: Kati Davis is now Public Services Liaison. Mikayla is returning PT. Juliana Smith has resigned; Lauren Battista has started PT. Still hoping to hire 2 PT Youth Services employees.
- C. Publicizing correction to wifi issue.
- D. Request to Board to provide book or movie recommendations for monthly newsletter to Kati.
- E. Ukraine donations continue to come; we will accept as long as donations are being provided.
- F. Update on school and adult programs.
- G. A motion to approve made by Shelly, seconded by Jack, the motion carried.

VII. Treasurer's Report - Cordelia Rosazza, Treasurer (see reports)

- A. Endowment fund did increase a little last month, but likely decreased a little since then.
- B. Expenses largely in line with expectations.

- C. Tax return is in process; hopefully will be completed next week. Will be sent to Trustees for review.
ACTION ITEM: Board is to watch for, review, respond.
- D. A motion to approve made by Jack, seconded by Allison, the motion carried.

VIII. Old Business

- A. Eagle Scout project – Charlie has started; working on birdhouses and native plants. May relocate daffodil bulbs to other side of library.
- B. Board of Trustees self-evaluation – Pat is putting together statistics. Will discuss next month.
- C. Director candidate – We have 2 candidates we will be interviewing (May 4th and May 18th).
- D. Employee handbook PTO adjustment – Lisa to scan/email to Barbara. Barbara will email to Board prior to next meeting for review and preliminary vote, to be finalized at next Board meeting.
- E. Statement of Financial Interest forms – one outstanding due to question re property ownership.
ACTION ITEM: should be received 4/28/2022; confirm completion.
- F. Loan payoff celebration – location should be in library (~ 6:30pm on a Saturday; considering 9/17/2022). Discussed potential invitee list ~ 35-40 people. Estimated cost of \$1500-2000.

IX. New Business

- A. Collection Challenge 5/26/2022 – Will be discussed in Executive Session.
- B. Municipality Relations – **ACTION ITEM: Trustees to set up meeting to meet with municipalities.**
Still looking for Director; still working on annual report; provide update on positive activities at AGL.

X. Committee Reports

- A. Facilities Committee – taking over sign project. **ACTION ITEM: Committee needs to elect chairperson and advise next steps.**
- B. Bylaws, Policy and Employee Handbook Committee – **ACTION ITEM: Committee needs to meet to finalize/update policies.**

XI. Other items for discussion

- A. None

XII. Adjournment

- A. Motion to adjourn at 7:38pm made by Jack, seconded by Cordelia, the motion carried