

Lansdowne Library Board of Trustees

Minutes from January 16, 2024 meeting

Meeting was called to order at 7:02 by Marie.

Attendance: Marie Campuzano, Will Griffin, Mark Lewis, Ellen Lustgarten, Bill Paterson, Kate Schleigh, Jobi Zink via Zoom due to weather conditions. Andrea Kenyon joined the meeting via Zoom at 7:37. Kymberly Hernandez and Regina Powell were absent.

Minutes

The edited minutes to the November meeting were approved. Kate made the motion to approve the minutes. The motion was seconded by Ellen. There were no objections and the motion was approved.

Treasurer's Report & Bills

Ellen provided the financial report.

Financials through December 31, 2023:

\$10,449 spent in December
\$8,300 for collections (79%)

\$772,624 total expenses

\$776,561 total revenue

\$3,937 NET

10.88% was spent on the collection over the year, close to the 12% goal for the year.

There were many late-year purchases [our FY follows the CY and ends on December 31].

A deficit of \$2,600 was included in the budget; however, the actual deficit for the year was \$6,000 as the board agreed to purchase Hoopla for \$4,500. \$10k from the PA Invest account was used to cover the deficit.

\$11,090.50 Checking account

\$11,985.04 Money Market

147,051.48 PA Invest
\$71,776.81 Vanguard
\$245,269.77 total assets as of December 31, 2023

The preliminary budget vs. actual accounting is still in progress as the boro is still finishing their budget. We performed well in several areas: our earned interest was double what was budgeted for; receiving the \$3,000 global collections grant exceeded the \$500 line item in the original budget; and donations also doubled the projected amount.

Mark made the motion to approve the financial report. Jobi seconded the motion. There were no objections and the motion passed unanimously.

125th Ad Hoc Committee

Marie reported that the 125th Anniversary Ad Hoc Committee has tentatively scheduled four events for the year. There will be a New Deal Quilt program on Sunday, April 14 to honor Michael Sheehan and Andrea Kenyon for their service. The speaker has been confirmed. Library volunteers and supporters will be invited to a reception before the public event from 1-3 P.M.

Saturday, May 4 will be the Friends Fundraiser Quizzo event with one category being library-related.

On June 15 there will be an event in conjunction with the kick-off of the summer program with a book reading at Sycamore Park and will include an ice cream social.

The 125th Gala cocktail party will be on Saturday, October 19 at the Twentieth Century Club. Music by Minas has been tentatively booked. Beer and wine will be supplied by an outside vendor, likely Conshohocken Brewery. Menu will be hors d'oeuvres. Per person cost is still to be determined, as is whether this will be a fundraising event. Either way, advertising is necessary.

These events will need to be confirmed with the boro.

Ellen expressed reservation that there was a lot to do in three months. Andrea regularly does Quizzo with the Friends and the June Kick-Off is an annual event, but in this instance each will be linked to the 125th Anniversary. Andrea said that the goal was for one event per quarter with Friends volunteers to assist for each, though the Quizzo could be rescheduled if necessary.

Mark asked whether there was fundraising tied specifically to a goal for the 125th Anniversary, and suggested that the theme could be preserving the library for the next 125 years. The Friends fundraising efforts will go towards a summer intern to work with Brad on summer programming, the senior corner, and summer education. Bill can also provide a list of wishes for fundraising.

Bill explained that the upcoming expanded parking, Hoopla platform, and Global Collection will all be part of the 125th Anniversary-branded events and projects. Other programs include a virtual scavenger hunt and passive programs with prompts around the library to contextualize 125 years.

Grant Opportunities

Kate sent Bill the grant application from the Historical & Museum Commission of PA for small grants (\$100-\$1,000).

Friends Report

Andrea gave the Friends Report, thanking the board for providing names for the mailings. There has been a good response to the member-drive mailings but there could be more. Andrea encouraged the board to join the Friends and to continue providing names. The Friends are interested in saving some of their fundraising money for future purchases and plans rather than spending it all now.

Boro Report

Will provided his boro email address for future communications. If the Boro approves it at their meeting tomorrow, the space at 47 S. Lansdowne Avenue, the building next to the library, will be accessible for library storage beginning February 1. The heat is still on as the building is still occupied. An inspection will be completed before the library can make use of it, particularly if there are mold issues. Once any inspection issues are resolved, the space will be used for storage for the annual book sale.

Goals

Kymerly sent the presentation for the 2022-2023 goals to the board and posed the question if the 2024 goals are for the library or board goals. The board agreed that this discussion would be the main objective of the February meeting.

Andrea is working with the Friends for fundraising. Other fundraising will have to wait for a capital campaign. There is a local retiree who is interested in working with the library on the capital campaign. The lobbying goal will be moved to 2024. Bill reported that they are working on the web redesign and should be ready to roll it out in Q1.

Under the governance goals the board self-assessment is ready. Board members are strongly encouraged to attend library events on site. We are on track for a facility report or survey. Fundraising goals were met but we must continue this pursuit to allow us to pay for more things outside the budget.

Holiday Party

Bill and the library staff expressed their gratitude to the board for sponsoring their holiday party.

Next Meeting

The next meeting will be on Tuesday, February 20 in the Bany Room. The focus of that meeting will be minutes, financials, and goals. Andrea will not be in attendance.

The meeting was adjourned at 8:04 p.m.

JZ/2-15-24