

Lansdowne Library Board of Trustees

Minutes from March 19, 2024 meeting

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

Attendance: Marie Campuzano, Mark Lewis, Ellen Lustgarten, Bill Paterson, Regina Powell, Jobi Zink were in attendance. Will Griffin, Kymberly Hernandez, attended via Zoom. Andrea Kenyon and Kate Schleigh were absent.

Board Goals

Kymberly led a discussion about the draft library goals to be accomplished by the library board.

Under **Community Outreach** it was noted that volunteers have worked on three programs: a shelf read, an archive project including research for the 125th anniversary, and an Africana project. Andrea (as President of Friends) will coordinate the volunteer meet and greets. We want to address volunteer appreciation and volunteer retention.

Points 2, 3, 4 will move under the first bullet point of the **Governance** goal. Board members should each attend at least 2 DCLS or Friends meetings, community days at the Farmers Market or onsite programs.

For our **Facilities** goal we want measurable (2) funding opportunities, and a commitment to a forum or survey. We need dates from Kate for training and engagement plan under our **Lobbying** goal.

The board agreed to change the goal to write a new **Strategic Plan** rather than review the previous plan. Mark asked for a distinction between the Facilities goals and the Strategic Plan, as well as the patron survey conducted by Andrea. Both SP and board goals are reported quarterly. Bill will provide the long-term vision document that was written last year.

The board goals will be finalized at the April meeting.

Minutes

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

Treasurer's Report & Bills

Ellen provided the financial report.

Financials through February 29, 2024:

\$6,619 spent in February

\$3,316 for collections (50%)

\$125,946 total expenses

\$125,601 total revenue

3% was for the collection, while the remainder of the rest reflects salary

\$6,186 Checking account

\$11,985 Money Market

\$148,422 PA Invest

\$71,777 Vanguard

\$241,635 total assets as of January 31, 2024

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

Upcoming Meetings and Events

The Friends meeting is on April 2. Kymberly will be representing the library at the **Volunteer Fair** at the 20th Century Club sponsored by the boro on April 11. Talking about volunteer opportunities at the library (book sale, tidying, shelf reads) and on the board. There will be flyers about the Friends as well as a position description for the board. There is a reception to honor Michael Shehan's 50 years of service at 1 PM on April 14 at the New Deal for Quilts program, now being held at the 20th Century Club. Kate is attending the DCLS meeting at 6:30 on April 18.

Council Liaison Report

Jayne Young from the Council Infrastructure Committee arrived at 7:37

All of the proposed dates for 125th Anniversary events have been approved by the boro.

There was a discussion about who from the boro will serve on the Ad Hoc Building Committee since the boro leadership has changed since the initial plans passed. Jane reported that there would be a motion at tomorrow's boro meeting to hire a firm to create "Shovel Ready" plans. There is a \$2M capital facility grant application due on April 20.

Marie expressed that the library leadership needs to be more involved in the planning. At this stage its important that the plans include the desired capabilities rather than the exact location of rooms. The library staff and board need to provide information to the architects. Bill confirmed that he would underscore what we do, what services the library provides, and the space needs.

There was a discussion about how a phased approach to the project would work, and the need for cost estimates for the plans.

Jayne left at 8:10

Director's Report

Laura will be returning part time at the end of her maternity leave. Training with the William Penn school district was delayed but will be stacked with additional training later.

Executive Session

Executive session was held at 8:14 P.M./

Next Meeting

The next meeting is 7 P.M. om April 16

Jobi made the motion to end the meeting. The motion was seconded by Ellen. The meeting ended at 8:22 P.M.

JZ 4/14/24

Rev. 4/16/24