

Lansdowne Library Board of Trustees

Minutes from April 16, 2024 meeting

Meeting was called to order at 7:05 by Marie.

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

Minutes: Ellen approved the minutes with one correction. Mark seconded the motion. There were no objections and the motion was carried.

Treasurer's Report & Bills

Ellen provided the financial report.

Financials through March 31, 2024:

\$3,300 spent in March

\$2,178 for collections (66%, mainly books and DVDs)

\$5,495 Checking account

\$12,000 Money Market

\$149,046 PA Invest

\$76,018 Vanguard

\$291,xxx total assets as of January 31, 2024

\$220,934 total income

\$189,441 total expenses

\$40,493 more in income than expenses, including an additional \$500 in state aid than what was budgeted. 6% of expenses on collections.

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

Board Goals

Kymerly reviewed the draft library goals to be accomplished by the library board discussed at the March meeting with an eye towards approving the goals at this meeting.

We have already met our **Community Outreach** goal of utilizing 2 volunteers per season. We still want to hold a volunteer appreciation event to acknowledge all of their efforts. This can be discussed once Andrea is better.

Goals under **Governance** include regular reminder of board member commitments to attend at least 2 onsite events/programs, 1 training, and 1 DCLS meeting each year; support Friends through membership; and replace 1 board member by the end of the year. Additionally, the goal setting for 2024-2025 should be completed by the end of Q1.

The board agreed to change the **Facilities** goal to **Library Expansion** goals, as regular maintenance of the facility needs to continue regardless of building preparations. This will also help distinguish the **Library Expansion** goals from the **Strategic Planning** goals. The board needs to partner with Borough on development of plan for new library; create opportunities for community engagement regarding library expansion; build support, commitment and approval for library expansion from Borough Council; and identify funding opportunities for the future library expansion (at least 2 by 3Q) .

Lobbying Train the Board on current best practices for engaging public officials by June 2024 and create public official engagement plan based on 2024-2025 strategic priorities e.g. new facility, funding in support of expansion. Ellen asked that the focus be on local lobbyists and politicians.

Mark will review the 2015-2020 strategic plan and 2022 Library Vision as a starting place for the new **Strategic Plan**. This will be followed by a review of the strategic plans of peer libraries, particularly with an eye to how strategic plans interacted with new facilities planning and define the relationship between 2025 Strategic Plan and facilities planning (i.e., what will and will not overlap). Review past and current patron survey efforts to prepare to gather feedback and monitor strategic plan outcomes. From there, the planning will include developing a community input plan and gathering feedback to drive the new strategic plan (draft, Q2 2025). The board will gather more feedback on the draft plan before presenting a finalized plan in Q3 2025.

Kate approved the board goals. Ellen seconded the motion. There were no objections and the motion to approve and adopt the board goals carried.

Recap of Events

Bill, Regina, and Jobi represented the library at the **Volunteer Fair** sponsored by the boro on April 11. Michael Shehan was honored by the board for 50 years of service on Sunday April 14

at a reception held before the *New Deal for Quilts* program held at the 20th Century Club. Michael's speech was very nice and flattering of the library. Volunteer Wendy C. made all of the desserts and contributed one of the quilts on display at the event. The children of late Friends president Helen Bowles loaned several of her quilts for display at the program as well.

Upcoming Events

The Friends Quizzo event scheduled for May will be canceled, as Andrea has been sick and unable to plan the event. It may be rescheduled for a later date. June 22 is the kickoff for the **Summer Reading Program**. It will be held at Sycamore Park and involve an ice cream social. The **125th Anniversary Gala** is scheduled for October 19. Drexelbrook will be doing the catering, Conshohocken Brewing will provide the beer and Joe Foley is going to DJ.

The borough has approved the schedule for the gala, but we still need to get council approval to serve alcohol. Ticket pricing is still to be determined, pending breakdown of costs. \$75/ticket is the goal. Jobi and Kymberly said that they would look into a silent auction fundraiser to increase excitement about the event.

Invitations will be mailed to the board, borough council, and library/Friends donors. There will be additional advertisements for all. The board discussed adding a suggested donation option on the invitation.

The next speaker in the local author series is Ona Grtiz, speaking next Wednesday, April 24 at 6 PM.

Friends Updates

The May 1 Friends meeting will be canceled. The Friends Quizzo event is also canceled.

Director's Report

Bill reported that the new website has launched! A few tweaks need to be made. Bill will be meeting with the GKO architects tomorrow for initial conversations about shovel-ready plans. The budget for the summer reading program has been submitted.

Bill and Brad will be going to Boro Hall to work with high school students next Thursday.

Caroline is working in processing as well as at the circulation desk. Chris Cicalese is a new circulation clerk. Laura is back from leave working half time, primarily from home until May. Courtney has returned from leave, and Flo is waiting for medical clearance to return to work.

Delaware County Public Libraries presented their commissioned *Rethinking Libraries* report. Lansdowne received best in class for staffing levels and open hours, and above average for marketing and programs but our facilities were noted as inadequate. Lansdowne is considered a

“big” community center, as many of our patrons are from Aldan, East Lansdowne, and Clifton Heights (none of which have their own libraries). Haverford Library is currently operating out of a storefront in the Manoa Shopping Center while their building undergoes a \$20M renovation.

Borough Liaison Report

Will reported that the Library Facilities Ad Hoc Committee would be voted on tomorrow. The library will appoint its representatives to the Ad Hoc Committee and the borough council president will pick three members from council for the committee. Kymberly asked whether there was an opportunity to appoint someone from the general public to the committee. Will said that all meetings are open to the public, so the public will be able to comment freely. Will wants the library to steer, guide, and lead the meetings. Marie said she would send Will information to share for the May 1 council meeting.

The library received a lot of positive press and feedback from events last week.

Questions from the Public

Barton, the observer who attended the meeting, asked for details about the library expansion plan considering the busy nature of our branch. Marie explained that the Borough was looking to expand the facilities here as well as the building next door, 47 Lansdowne Ave, which had been the library prior to the construction of this building. Barton asked whether the vacant bank building on the corner of Lansdowne and Baltimore had been considered as a potential library site. Walgreen's is still leasing the building and the monthly rent is astronomical for the area.

Barton asked whether East Lansdowne could help with the library expansion project. The towns are separate so funding the library is not in their budget, but individuals from East Lansdowne could certainly donate. Ellen explained that the Friends group is the fundraising arm for the library; the library is looking for funding through grant opportunities; and will launch a capital campaign later.

DCLS Meeting

The next DCLS meeting is this coming Thursday and Kate will be attending on behalf of the LPL board.

Next Meeting

The next meeting is 7 P.M. on May 21

Jobi made the motion to end the meeting. The motion was seconded by Kymberly. The meeting ended at 7:59 P.M.

JZ 5/7/25