

Lansdowne Public Library Meeting Minutes
March 18, 2025

Attendance

Marie Campuzano, Ellen Lustgarten, Bill Paterson, Regina Powell, and Jobi Zink were in attendance. Mark Lewis, Will Griffin attended via Zoom. Kymberly Hernandez and Kate Schleigh were absent. Members of the public attended in person and via Zoom.

The meeting was called to order at 7:04 p.m.

Minutes

One typographical error was changed in the February Minutes. Ellen made a motion to approve the minutes. Mark seconded the motion. There were no objections.

Treasurer's Report

Ellen provided the February bills report. \$8,574 was paid in February, with \$7,717 (90%) allocated to collections. State aid (\$46,995) came in, allowing staff to buy collections materials. Another \$7000 is budgeted to be received from the County.

We received close to \$700 in Paypal donations which is about \$1,000 less than budgeted.

Luzille, Bill and Ellen have discussed cancelling the postage meter lease.

The February YTD Budget vs Actual report:

Total Revenue: \$175,825

Total Expenses: \$144,462

Net \$31,363

The account balances for February 28th were as follows:

\$82,819	Vanguard
\$47,761	Checking Account
\$12,045	Money Market
\$146,029	PA Invest
\$289,021.	Total Assets

Jobi made a motion to approve the February treasures report. The motion was seconded by Mark. There were no objections.

DCLS meeting

The next DCLS meeting will be Thursday, April 17 2025 6:30. Ellen will attend.

Ad Hoc Building Committee

The Ad Hoc Building Committee will make its presentation of its architectural plans tomorrow at 7, but the discussion will be held after the other council agenda items. Will and the architect will attend; Kymberly will Zoom in. Key items of the plan include 2 entrances and discussion of the roof line of the old building. Marie will confirm the timeframe for approval, fundraising, and eventual building.

Friends

The next Friends meeting will be on April 1 at 11 AM. The library staff will develop a wish list of programs, projects, and supplies for the Friends to support. The Book Sale will be held May 3-4, with the books at half price on Sunday.

Board Applications

March 31 is the deadline to receive applications for perspective Library board members. Six people have expressed interest and three have already submitted their applications. Interviews will be on April 8 or 15; Kymberly will send information and invitations. The board can have a maximum of 7 members. Once the board makes its selection, the nominees are sent to the borough for approval.

Strategic Plan

Mark gave an overview of the strategic plan, highlighting the values people find in the library. The SP survey will go out in early April and close in mid-May. A draft of the SP, incorporating responses from the survey, will be discussed with the community in July. Paper surveys with a QR code will also be available at the library. The larger questions how to reach a broader audience who does not use social media. Marie said to reach out to other community groups and ask them to spread the word about the survey. Will will follow up about who owns the content of the survey.

The board reviewed the survey questions that Mark drafted. A few were made to reorganize the questions, starting with which town or borough the person resides in. The age categories listed were those used by Pew Charitable Trust. Is it possible to have tweens and teens complete the survey or are there legal restrictions on soliciting feedback from minors?

Some of the questions such as, *Do you use the library with children*, will help determine the real statistics of the survey. (If 20 people respond to the survey and 5 say they come with children and all 5 indicate that children's books and programs are important to them, that is a 100% response rate that children's books are important to patrons who come with children rather than a 25% response rate that children's books are important.) Are people not using Hoopla or notary services because they do not know that these services exist?

Some statistics are already collected and reported by Bill in his monthly report, but the survey will allow the responders to rate and value their priorities. Survey responses will also be looking forward to future planning.

Ellen suggested adding space for *Any questions or comments* for additional feedback.

Mark reiterated that the Strategic Plan should not have goals that are dependent on the new building plans. We want to keep control of the goals, setting ourselves up to grow and succeed.

Mark was thanked for his hard work in developing the survey questions and for guiding the strategic planning process.

Director's Report

Bill reported that Hoopla is going well, but it is a bit expensive (\$850/month). He was interested in reducing costs by either reducing the number of check-outs per month per patron or filtering out the more expensive books. Unlike Libby, Hoopla does not have a preview feature and any books that are sampled or tried count towards your monthly allowance. Hoopla users are fairly evenly split: 26 users checked out 5 or fewer books a month and 22 users checked out 6 or more.

Bill is still working to remediate the smell of oil in the basement of the old building. The old building will be used for book sale storage with windows open.

The traffic mirror came down in the recent wind. It will be replaced with a smaller one.

Bill submitted a request for \$11,000 to the Friends. This would be used towards purchasing new outdoor furniture (2k), summer learning (2k), museum passes and global collections (1.5k), senior programs and staff support (1.5k), Memory cafe, invitations to friends events, and the purchase of a new OWL that would be available to "rent" with the Bany room for hybrid meetings and events.

There have been some recent incidents with problem patrons. Overall, people are more tense in general. Incident reports have been completed. It is up to staff to make a judgement call whether they need to intervene. Bill did not think that a security guard needed to be hired. Adding a social worker with open office hours was an intriguing idea.

Borough Report

Will did not have a report from the borough but conveyed that the Ad Hoc Building Committee is dedicated and passionate about the project. Will expects that there will be 3-4 more Ad Hoc meetings before the actual plan is voted on.

Public Comments

Several of the community members who attended the hybrid meeting thanked the library for using the OWL and making the meeting easily accessible. The front desk staff was complemented on their friendly demeanor and service,

Some questions about the strategic plan and SP survey were raised and answered.

- Is there a survey for kids and teens about their needs, such as need for internet and a space away from the home (perhaps for safety issues)
Can be considered
- Do people know what “collection” means in context of the library
Should probably be defined
- Do people come in and browse, or do they just pick up books on hold
Both
- Have we looked at other libraries’ strategic plans
Yes

Next Board meeting

Tuesday April 15, 2025 7:00 Bany Room

The meeting concluded at 8:30 P.M.

JZ 4/13/25

Rev 4/14/25