

**Lansdowne Public Library Meeting Minutes**  
**April 15, 2025**

**Attendance:** Marie Campuzano, Kymberly Hernandez, Mark Lewis, Ellen Lustgarten, Bill Paterson, Kate Schleich, Jobi Zink were in attendance. Will Griffin attended via Zoom. Regina Powers arrived after the meeting started.

The meeting was called to order at 7:02. Marie announced that the Executive Session, listed at the top of the agenda, would be moved to the end of the meeting. This allowed the public to attend the meeting portion via Zoom without delay.

**Minutes March**

Ellen provided more complete figures changes to the treasurer's report. Ellen motioned to approve the minutes with these expanded figures and Kymberly seconded the motion. There were no objections.

**Treasurer's report**

Ellen provided the Treasurer's report. Bills for March totaled \$3,812 of which \$2,549 for collection (books, Hoopla) (67%)

The March YTD Budget vs Actual report:

Total Revenue:	\$261,235
Total Expenses:	\$209,809
Net	\$51,426

The account balances for March 31 were as follows:

\$81,014	Vanguard
\$58,320	Checking Account
\$12,060	Money Market
\$146,512	PA Invest
\$298,273	Total Assets

6% of the overall expenses have been for collections. The Vanguard report is given quarterly and is down since December, but not by a concerning amount given current circumstances. We received a sizable donation from the Friends. We requested nearly \$12,000 for the year from the Friends to cover the summer reading program, outdoor furniture, and a number of smaller expenses.

Kymberly made a motion to accept the Treasurer's Report. Kate seconded the motion. The motion carried with no objections.

The board discuss the cost and use of Hoopla services. Downloads to date are: January 511, February 524, March 500, and April 425. The lower April number may reflect the new monthly maximum of 5 downloads per card per month. The price is based on the number of checkouts as well as the cost of each book. The board asked a number of questions including whether there was a Kindle unlimited approach and how our Hoopla usage stands among the other libraries in the county.

There was a double edge sword approach to the problem. Since we cut the number of checkouts per card down to 5 downloads per month, the monthly cost should have gone down but more people started using the app. The board agreed to make Hoopla a bigger part of the collections budget for the next year

### **DCLS Meeting**

The next DCLS meeting is Thursday April 17, 2025 at 6:30. Ellen will attend via Zoom.

### **Ad Hoc Building Committee**

The Library Build Project will be a topic of discussion at the Council meeting tomorrow, April 16, 2025 at 7:00 at Borough Hall. Will reported that he will open the plans to questions at the council meeting and document the questions so that the Ad Hoc Building Committee can answer them within the next 2 weeks. Marie and Bill will also be at the Council meeting to answer questions. Will hopes that the plans will be voted on at the May 7 meeting with the next step of getting a cost for the project to begin fundraising.

The Ad Hoc Building Committee presentation was sent to the Council for their previous meeting, and should have been reviewed by the Council. Will expects that there may be questions from the Council. Many interested people attended the previous meeting, and the public portion of the Council meeting will be open to questions from the public.

Will and the Ad Hoc Building Committee will reiterate that the upper area in Old Building is not a public meeting space but a seating area. According to the architect an elevator is expensive and not necessary.

### **Friends of the Lansdowne Public Library**

The next Friends meeting will be on Wednesday May 7, 2025 at 11:00 a.m. in the Bany room. This daytime meeting time was selected to see if more people attend.

Andrea Kenyon, chair of the Friends, reported the Book Sale will be held May 2-4 in the Old Building. The parking lot will be used for the Bake Sale, Stuffie Adoptions, raffle basket and Jewelry Sale. Items for the bake sale can be dropped off on Friday at preview or Saturday morning. Selling Girl Scout cookies (1 case of each). Launch basket raffle at book sale, run it for about 6 weeks. May 2 is considered a Members Only Preview (available for Board as well) from 5-7. Saturday hours are from 10-3, and Sunday hours are 12-3 with all books half price. Board members were encouraged to volunteer to work a shift or to bake for the sale.

The book sale books are next door. There are no hard deadlines for bringing in more books, but depending on when they are brought in. Late incoming donations may be added to the regular stock of sale books available in the Bany room.

All board member were encouraged to join as Friends members. There is no minimum or suggested contribution amount and 100% board participation would be appreciated. Board members do not need

to attend Friends meeting, but having crossover and reporting would be fine. A Friends Report will be added as a regular part of the Board agenda.

### **Current Business**

Kymberly provided an update on the Board Succession Plan update. Five candidates for 2 board vacancies were interviewed over the last week. This will fill the maximum board seat capacity. Kymberly will cycle off the board but stay on for transition training. There was a motion to extend Kymberly's board membership through June 30 for borough approval in addition to send the candidates to be voted on in Executive Session for Board appointments for borough approval.

### **2025 Board Goals and Strategic plan.**

Mark walked the board through revisions to the Strategic Planning survey. The online version is ready to go out in the boro newsletter on April 22. Some technical updates and adjustments will need to be made to determine whether the responder did the survey in person did it in the library (hard copy) or through newsletter online.

At our May meeting we will pick date for July to hold a community meeting about the Strategic Plan.

### **Director report**

Bill gave his report, which included reducing the number of monthly Hoopla downloads to 5 per card. Staff has been working on preparing for the book sale – boxing and moving books to the old building.

In staffing news Flo is back; Caroline is back but working reduced hours. Margie is also doing some work offsite, but is not expected to return to full time for 2 more months. Bill is thinking about having someone internal pick up the scheduling work from Margie to fill in gaps.

Mark asked about the downstream effects of IMLS being cut. Bill said that it is hard to know, but it will impact services that we get to the state and will likely impact fundraising efforts for the building. Whether we will be asked to cull the collection to conform with ideological beliefs —and who would enforce it— remains unknown

### **Council report**

Will reiterated that the Strategic Planning survey will be included in the April 22 borough newsletter. The building plan for the new library will be discussed at the meeting tomorrow. Will will mention that the upstairs seating/quiet zone is not a meeting space so do not need ADA compliance for this area. Andrea cautioned that the purposes and functions of spaces change overtime. Kymberly pointed out that you lose a lot of extra floor space installing an elevator. Ultimately, it is a question for the borough and community to decide. An elevator is in an alternate plan from the architects.

### **Community**

Jae: Has accessibility issues and ADA compliance would be great for a quiet room. Sensory stimulation can be a lot for folks; should be accessible to all.

Bill: There is a quiet room on the first floor as well

**Next Board meeting**

The next Library Board meeting will be on Tuesday May 20, 2025 7:00 Bany Room

**Executive session**

The Board discussed the 5 candidates who were interviewed for the two vacant board seats.

Executive session ended 8:24. Ellen made the motion to recommend two applicants to the Borough for approval. Kymberly, seconded the motion. The board voted on the candidates. There were no objections or abstentions from the vote, and the motion was approved.

The meeting concluded at 8:25

JZ

5/6/2025