

**MINUTES OF THE BOARD OF DIRECTORS
RIDLEY TOWNSHIP PUBLIC LIBRARY & RESOURCE CENTER
January 27, 2020**

ATTENDANCE: Diane Maginnis, Donna Murray Judith Augustine, Suzanne Brown, Lisa Maffei Hahn, Michele Johnston, Ann Whitehouse, Betsy Cummins

ABSENT: Christine Koway, Christine McMenamin

6:00 PM Diane Maginnis called the meeting to order.

PUBLIC NOTICE OF MEETING

Meeting was publicized in local newspapers, Township website and Library website.

COMMENTS FROM THE PUBLIC

The Board of Directors welcomed Sue Uleau, President of the Friends of Ridley Township Public Library, and library staff members Trudi Rockwell, Kathy Ferguson and Helen Dalessio to the meeting. Ms. Uleau presented a check in the amount of \$7,000 from the Friends to the Library. Ms. Maginnis, Ms. Murray and members of the Board of Directors all expressed appreciation for the generous donation. Ms. Uleau reported that the number of Friends committee members has been declining. This will be discussed at their meeting in February. They will limit their activities to book sales, candy sales, memberships and helping the Board with fundraisers. Ms. Maginnis said the Friends have done a phenomenal job with fundraising, and the Trustees are grateful for their hard work.

MINUTES

Motion was made to approve the minutes of the December 2, 2019, Library Board Meeting (Brown/Whitehouse). Unanimous Agreement.

TREASURER'S REPORT

All finances are in order and look very good. Ms. Brown reported that she has been looking for grants but so far has not found any that are available. The Check Lists for December 2019 and January 2020 were reviewed. Motion was made to pay bills for December and January (Johnston/Whitehouse). Unanimous Agreement.

STATISTICS

The library statistics were reviewed. Board members agreed that the statistics look good. Participant count is good. Programs offered are numerous, varied, and well-attended.

OLD BUSINESS

Ms. Murray asked the Board to revise library policy on background clearances for children's program presenters from outside Pennsylvania to accept clearances from their home state. Current policy requires PA clearances for all presenters. Ms. Murray reported that County

accepts clearances from a performer's home state. Motion was made to accept background checks from all states. (Maginnis/Brown) Unanimous agreement. Ms. Maginnis asked Ms. Murray to revise the policy on clearances to reflect the change.

Ms. Maginnis reported that the mailbox has been approved for placement on library grounds and will be located near the Book Drop. She has been assured by the Township that if this location causes a problem it can be moved.

NEW BUSINESS

The next Ridley Township Board of Commissioners Meeting is February 26 at 6 pm in Garling Hall. Ms. Augustine is scheduled to attend. The next DCLB meeting is February 6 at 7 PM at Glenolden Library. Ms. Hahn and Ms. Augustine are scheduled to attend.

Ms. Murray distributed the Trustee contracts for all Board members to sign.

FUNDRAISING REPORT

Ms. Maginnis gave the fundraising report in Ms. Koway's absence. Ms. Koway has received funding for four museum passes, for a total of \$485. She is working on getting a fifth. Dream Team Plumbing, Electric, Heating & Cooling will sponsor the National Constitution Center (\$150), Brandywine Zoo (\$60) and Simeone Auto Museum (\$75). RC Legnini Construction will sponsor the Mutter (\$200). Ms. Maginnis verified that staff will market the sponsorships and send thank-you letters.

Ms. Koway has scheduled a fundraising game April 17 with the Phillies. We pay \$12 per ticket, and the Phillies send us a rebate check after the game for \$5 for every ticket we sell.

Ms. Murray asked for approval for a staff-run fundraiser – an event for children that would include lunch and activities with princesses and superheroes. Cost would be \$25 per person. The event could also include raffle baskets. Motion was made to approve holding the Princess/Superhero fundraiser. (Maginnis/Whitehouse). Unanimous agreement.

LIBRARY DIRECTOR'S REPORT

Ms. Murray reported that the Library has an intern: Kyle Casser from Purdue.

Ms. Murray asked for permission to charge \$5 per person for a cardio drumming program at the Library. Staff members had attended a session and thought it would be successful at the Library. Ms. Maginnis complimented staff for suggesting new ideas for Library events. Motion was made to approve the fee. (Maginnis/Johnston) Unanimous agreement.

Ms. Murray reported that a group of volunteers wanted to conduct voter registration in the Library lobby. There was discussion about current library efforts for voter registration and future collaboration with DCL on educating the public on the new voting machines. Motion was made to restrict voter registration services in the Library to those services offered by the Library (Johnston/Maginnis). Unanimous agreement.

COMMUNICATIONS

Copies of newspaper articles featuring library events were reviewed by the Trustees. Also reviewed were the meeting notice, and thank-you letter from the American Red Cross for the successful blood drive. Ms. Murray thanked Ms. Hahn for suggesting the blood drives.

PRESIDENT'S REPORT (Diane Maginnis)

Ms. Maginnis brought an issue to the table regarding the days the Library will be closed for the Christmas holidays. After discussion, a motion was made to approve closing Christmas Eve and Christmas Day in 2020, and to be open regular hours the day after Christmas. The issue will be revisited each year. (Johnston/Brown). Unanimous agreement.

Ms. Augustine did more research on fingerprinting and gave Ms. Murray a written report. Ms. Maginnis asked Ms. Murray to do a fundraising report for the Board. She will, and was thanked by all Board members. Ms. Hahn still has the Trustee DVD.

Ms. Maginnis also reported that Janis Stubbs is retiring from the DCL office after 38 years of service, the transfer from TD Bank to FMFCU is still in the works, and she congratulated the staff for running the library effectively while the director was out on a personal matter.

The meeting schedules for 2020 were distributed. Sign-up sheets were made available.

COMMITTEE/LIAISON REPORTS

At the December Commissioner's meeting, attended by Ms. Koway, there was a moment of silence for Billy Henderson. The Township is looking into getting a grant to purchase recycling containers.

Ms. Maginnis reported that at the January meeting, two residents were honored: Matt Tyson, who has collected toys for children in the hospital at Christmas for 13 years; and Merritt Herr-Neckar, who has retired after 50 years of fire and EMS service. Ms. Koway, Ms. Johnston and Ms. Brown were approved for three more years as Board members. Mr. Pisani resigned as Township Manager. Applications are being accepted for his position. Mr. Pisani was appointed Director of Public Safety. A previously unnamed street was named Bella Way, in honor of a pet who was lost in a house fire on that street. Ms. Maginnis advised that Commissioner President Bob Willert thanked the library and staff for all they do for the community after Ms. Cummins read the Library Report.

Ms. Augustine and Ms. Hahn reported on the DCLB meeting at Media Upper Providence Free Library on Dec. 5, 2019. Janis Stubbs will retire effective Dec. 31, after 38 years of service. Helen Grommell-McGrane from Radnor Library has been added to the DCL Board. Delaware County Libraries will be involved in educating the public about US Census 2020, promoting census jobs, helping patrons with questions and reporting. Census takers will make \$19.50 per hour. All libraries have submitted their plans for use of state aid. The fundraising presentation at Radnor on cultivating donors was well attended. More

information can be found at delcolibrariesstaff.org. Middletown Library has received a huge donation and will be leasing and moving to the Roosevelt School in 1.5 years. Helen Kate Furness Library director has resigned and they are looking for a new director.

NEXT MEETING:

Next meeting of the Board of Trustees will be Monday, February 24, 2020 at 6 PM.

BOARD ADJOURNED AT 7:05 PM

Respectfully submitted by:

Lisa Maffei Hahn, Secretary, RTPLRC