

**MINUTES OF THE BOARD OF DIRECTORS
RIDLEY TOWNSHIP PUBLIC LIBRARY & RESOURCE CENTER
JANUARY 23, 2023 -- Meeting held via Zoom**

ATTENDANCE: Diane Maginnis, Donna Murray, Judy Augustine, Suzanne Brown, Lisa Maffei Hahn, Edna Fury, Michele Karpyn, Ann Whitehouse, Mary Tobin, Christine McMenamin

ABSENT: Betsy Cummins

6 PM Ms. Maginnis called the meeting to order.

PUBLIC NOTICE OF MEETING

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

COMMENTS FROM THE PUBLIC

There were no comments from the public.

MINUTES

The minutes from the December 5, 2022, meeting were reviewed by the Trustees. Motion made to approve the December minutes. (Augustine/Whitehouse). Motion carried.

TREASURER'S REPORT

Ms. Brown reported that the finances look to be in order and asked if there were any questions. All agreed that everything looks good. Ms. Whitehouse asked which items are subject to library fines. Ms. Murray said fines are applicable to anything bookable (hotspots, museum passes, items from the Library of Things). Motion made to approve payment of bills for December 2022 and January 2023. (Hahn/Whitehouse) Motion carried.

STATISTICS

The Board reviewed the statistics and agreed that they look amazing as always and are continuing to climb. The director reported that 2022 circulation was 152,172. Program attendance was 24,338, a 75 percent increase over 2021 and a 51 percent increase over pre-covid 2019. She attributes that to the staff putting together a creative and appealing schedule of classes and activities on Zoom and in person. Ms. Maginnis asked if Zooming capabilities for programs were generating the rise in numbers. Ms. Tobin said it was a contributing factor.

NEW BUSINESS

The next meeting of the Ridley Township Board of Commissioners is January 25 at 6 PM in Garling Hall (Ms. Maginnis is scheduled to attend). The next DCLB meeting is at 6:30 PM (note the new time) on February 16, both on Zoom and in the County Council Room at the Government Center in Media, PA (Ms. Augustine and Ms. Hahn are scheduled to attend).

A healthy discussion by the trustees took place regarding retaining Zoom Library Board meetings vs. resuming in-person meetings. All Trustees were polled. As a result, a motion was made to meet in person quarterly in 2023 with in-person meeting dates of 3/27, 6/26, 9/25, 12/4. If an unexpected event arises on an in-person meeting date, the meeting will be held on Zoom. (Karpyn/Fury). Motion carried. At the beginning of 2024, the Board will revisit the issue and confirm in-person vs. Zoom meeting dates.

The Library will celebrate our five-year anniversary in the new building in May 2023. We should brainstorm ideas for as many fun things as possible for the celebration. One suggestion was to hold Open House events throughout the month.

The director requested new furniture for the Children's Library due to normal wear and tear. A proposal was received from the same company that provided the original furniture. The proposal includes delivery, assembly, and set up. Motion made to purchase the furniture (Maginnis/Augustine). Motion carried.

FUNDRAISING REPORT

Ms. Fury informed the Board that Applebee's no longer does the pancake breakfasts, but they do offer Carryout for a Cause, where the organization receives 20 percent on all carryout orders. She asked if she should pass this information on to the Friends. Ms. Maginnis said the Friends are focusing their efforts on book sales. Ms. Hahn will contact Applebee's for more information. We will try to schedule this for early Spring.

The remainder of the money donated in November for raffle items was put toward the Valentine's Day raffle basket. Further donations for the raffle were made by Board members. The "Date Night" raffle includes wine, gift cards, lottery tickets and other items. Winner will be pulled on Valentine's Day. Ms. Maginnis thanked everyone for their contributions.

Ms. Maginnis stated that we will be receiving a Target gift card from a local company. We can decide how to raffle this once it is received. Discussion took place on holding another Stock's fundraiser, and whether to distribute cakes at the Fall Festival or take orders then and distribute in October. Ms. Hahn will contact Stock's for a date.

LIBRARY DIRECTOR'S REPORT

The director reported that DCL libraries had been alerted to potential challenges of library displays. The director said that this library has a process in place, a Request to Reconsider form, to handle challenges of books, programs, and displays. She has alerted the staff. Ms. Whitehouse asked when the issue would go to the Board, and Ms. Murray responded that any decisions would need Board approval.

COMMUNICATIONS

Copies of newspaper articles featuring Library events were reviewed by the Trustees.

PRESIDENT'S REPORT (Diane Maginnis)

Exchange of thoughts occurred by the trustees on viewing Commissioners' meetings on cable channel or Ridley link vs. attending in person. Board agreed to leave it up to the preference of the trustee volunteering. Board members viewing/attending meeting are listed on our agenda, in the Director's report and in the President's report. Ms. McMenamin offered her thoughts as a member of the School Board.

Ms. Whitehouse volunteered for the July 26 Commissioners' Meeting. Ms. Augustine and Ms. Maginnis volunteered respectively for November and December. All meetings are covered.

The Friends Meeting will be held February 7 via Zoom. The agenda includes a discussion of a possible Spring Book Sale.

Folcroft forfeited their State Aid 2022 as a result of not completing their audit. All other member libraries received \$959.28.

COMMITTEE/LIAISON REPORTS

Ms. Hahn reported on the December 21 Commissioners' meeting. Full minutes can be found on the Township website. Ms. Maginnis reported on the December 15 DCLB meeting. Based on survey completed by all member libraries' trustees, 2023 meetings will continue to be held both in person and on Zoom; meeting time has changed to 6:30 PM; and Trustee Training will be on Zoom. All Delaware County residents can now use their library card at Penn State University Library for books as well as their equipment and meeting room. Some of the more interesting stats from the meeting included:

- 8,277 patrons loaded the DelcoReads App
- 7,259 patrons used self-check-out in the App
- 1 new Electric Van
- 15 Solar Benches purchased with grant
- 16,000 new library cards issued
- 67,000 books purchased
- 43,000 books delivered from library to library
- \$766, 000 American Rescue Plan funding
- \$56,000 ebooks
- \$14,000 Museum Passes

Full minutes from the DCLB meetings can be found on their website.

NEXT MEETING:

Next meeting of the Board of Trustees will be Monday, February 27, at 6 PM via Zoom.

BOARD ADJOURNED AT 7:31 PM

Respectfully submitted by:

Lisa Maffei Hahn, Secretary, RTPLRC