

**MINUTES OF THE BOARD OF DIRECTORS
RIDLEY TOWNSHIP PUBLIC LIBRARY & RESOURCE CENTER
September 25, 2023 -- Meeting held in person at the Library**

ATTENDANCE: Diane Maginnis, Donna Murray, Judy Augustine, Lisa Maffei Hahn, Edna Fury, Michele Karpyn, Ann Whitehouse, Betsy Cummins

ABSENT: Christine McMenamin

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 August 28, 2023, meeting were reviewed by the Trustees. Motion made to approve (Whitehouse/Karpyn). Motion carried. Ms. Maginnis noted that after researching the bylaws, she sent an e-mail with the correction that Board members hold their positions for four years, not two.

TREASURER'S REPORT

Ms. Maginnis reported that all the finances look to be in order and asked if there were any questions on the August report. All agreed that everything looks good. Motion was made to approve payment of bills for September 2023. (Augustine/Maginnis) Motion carried.

STATISTICS

The Board reviewed the statistics and agreed that they look impressive as always. Ms. Murray and the Library staff are doing an exceptional job.

NEW BUSINESS

The next meeting of the Ridley Township Board of Commissioners is September 27 at 6 PM in Garling Hall (Ms. Karpyn scheduled to attend). The next DCLB meeting is at 6:30 PM on October 19, both on Zoom and in the County Council Room at the Government Center in Media. (Ms. Maginnis is scheduled). Please remember if attending DCLB meetings in person, let Ms. Murray know and she will provide possible items for presentation. Library news can also now be submitted up to 24-hours before the meeting and the Board will share the information.

FUNDRAISING REPORT

Ms. Hahn sent an e-mail on September 17 detailing all fundraising results from the Fall Festival and touched on highlights at this meeting. We sold 8 cases of Stock's pound cake (144 cakes): presale 131 and 13 on Festival Day. Three cakes were donated by Board members to sell as slices. Ms. Karpyn, Ms. Whitehouse, and Ms. Fury, who were working the outside bake table, suggested we purchase more cakes for slices next year, as the slices went quickly. Ms. Augustine and Ms. Hahn worked inside for pickup of preordered cakes. Trustees donated other baked goods for our table, and everything sold out. We raffled off a basket donated by Ms. Karpyn. Ms. Maginnis thanked everyone for their efforts.

The Board will discuss the next fundraiser at the October meeting. Ms. Maginnis suggested a wreath with gift cards for the holidays, similar to the Christmas tree raffle we have done in the past.

LIBRARY DIRECTOR'S REPORT

The Director informed Trustees that the County has hired a consulting group – Re-Thinking Libraries – to evaluate library services in Delco. Site visits are planned for all 26 locations. The consultants will visit RT Oct. 17. Participation by trustees, township administration, staff, and other stakeholders is welcomed.

Ms. Murray also informed the Board that:

- A new, large mat has been purchased for the lobby, costing \$425.
- The Library will close early Oct. 28 for the Township Trunk or Treat event. Library staff will participate.
- Ms. Murray is looking into getting the carpets cleaned. She has contacted Dri-Ganic, who did the job last year.
- DCL Executive Director Cathy Bittle has resigned, effective Oct. 13.

COMMUNICATIONS

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

PRESIDENT'S REPORT (Diane Maginnis)

Ms. Maginnis congratulated Ms. Murray on her seven-year anniversary as Director, and Ms. Tobin on her 25th anniversary at the Library. We are so fortunate to have them both.

Ms. Maginnis reminded everyone that there is no November Board Meeting.

Ms. Augustine and Ms. Hahn are scheduled for Trustee Training 11/14 via Zoom.

Meeting attendance for the remainder of the year is as follows: Ms. Maginnis is scheduled for the 10/19 DCLB Meeting; Ms. Whitehouse volunteered for the 12/21 DCLB Meeting. Commissioners Meetings: Ms. Karpyn 9/27; Ms. Hahn 10/25; Ms. Augustine 11/17; Ms. Maginnis 12/20.

The following revised documents were distributed: Board Member Contact List, Personnel Policy, and District Agreement.

Ms. Maginnis asked if a policy is needed for Passports. After some discussion, the Director and the Board agreed it was not necessary.

COMMITTEE/LIAISON REPORTS

There were no committee meetings to report on since our last meeting.

Ms. Fury asked if we publish anything thanking the public for coming to the Fall Festival. Ms. Cummins stated that she can take care of that. Ms. Karpyn informed the Board that a photo of the bake table crew was published in The Spirit, a local paper published in Collingdale.

NEXT MEETING:

Next meeting of the Board of Trustees will be Monday, October 23 at 6 PM via Zoom.

BOARD ADJOURNED AT 6:43 PM

Respectfully submitted by:

Lisa Maffei Hahn, Secretary, RTPLRC