

**MINUTES OF THE BOARD OF DIRECTORS
RIDLEY TOWNSHIP PUBLIC LIBRARY & RESOURCE CENTER
September 22, 2025 -- Meeting held in person at the Library**

ATTENDANCE: Diane Maginnis, Donna Murray, Judy Augustine, Lisa Maffei Hahn, Deborah Sweeney, Judy Cianciarulo, Michele Karpyn, Jennifer Quinn, Betsy Cummins, Christine McMenamin.

6:03 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

Motion made to approve the minutes of the August 25, 2025 meeting. (Sweeney/Cianciarulo). Motion carried.

TREASURER'S REPORT

All agreed that the finances look to be in order. Motion was made to approve payment of bills for September 2025. (Quinn/Karpyn) Motion carried. Ms. Maginnis asked Ms. Karpyn to report to the Trustees the monies recorded through the Venmo account for library fundraising activities on a weekly basis just as she was doing with cash amounts on raffles. A monthly report will be given at each board meeting. Ms. Karpyn gave checks to Ms. Murray at this meeting for all funds to date.

STATISTICS

The Board reviewed the statistics and agreed that they look impressive as always.

NEW BUSINESS

The next meetings of the Ridley Township Board of Commissioners are on September 24th (Ms. Quinn is scheduled to attend) and October 22nd (Ms. Hahn is scheduled to attend) both at 6 pm in Garling Hall. The next DCLB meeting is at 6:30 PM on October 16th both on Zoom and in the County Council Room at the Government Center in Media, PA (Ms. Sweeney is scheduled to attend).

FUNDRAISING REPORT

Wrap-up for our fundraising table at Ridley Township Fall Festival on September 21 was discussed. Craft Table Vendor Fees pulled in \$980, but Trustees voted to refund a patron her \$35 fee due to illness. Venmo was a big hit at the festival. Ms. Karpyn and Ms. Maginnis reported Fall Festival revenues through an email dated September 21 on cake bake, fall raffle and Stocks pound cakes. During the festival, Ms. Quinn and Ms. Cianciarulo filled a cart with baked goods, Stocks slices, cakes and the Thanksgiving raffle basket and walked through the vendor area. This strategy was very successful, as many vendors who were unable to leave their tables were able to purchase bake table goods and raffle chances. Many paid via Venmo. Ms. Hahn distributed a summary of the Stocks Fundraiser: 144 cakes were purchased, 88 were sold via presale, 4 used for slices, 5 were sold prior to Fall Fest, 34 were sold at the Fall Festival. Thirteen cakes remain to be sold (two of which were sold at the meeting). Ms. Murray was confident the rest would sell at the Library. Six cakes were donated for slices. In all, 80 slices were sold at the festival (8 slices each from 10 cakes). Once all cakes are sold, our Stocks profit will be \$1224. Fall Raffle – Ms. Sweeney will be handling cash revenues from the Fall Raffle, giving Trustees a weekly update. Ms. Karpyn will update us on Venmo monies. Summer Spa raffle revenues in the amount of \$42 were reported via e-mail and at this meeting.

LIBRARY DIRECTOR'S REPORT

Ms. Murray reported that she had received a draft of the 2024 audit report and would forward to the president and treasurer. She asked trustees to let her know if anyone else wished to read the draft.

She said she had received a proposal from Spider Net regarding Wi-Fi in the library. The proposal was for \$32,000 and also included new phones, phone service, bookkeeping hardware and software, and monthly security scans. Ms. Murray expressed her concern about the \$1700 monthly fees. After some discussion it was decided the director will get additional proposals.

She reported that the Library Foundation of Delaware County had awarded the library a \$500 grant for museum passes. Also, the cost for the Please Touch Museum, sponsored by the Trustees, had gone up from \$300 to \$500 beginning in October.

Ms. Murray informed the board that her workload running the library does not allow for her to write the Keystone Grant. She had checked with the Township about a grant writer, and that was not an option. After some discussion it was decided that the director would check with Peg Whelan and Lauren Contino at the Township about a grant writer.

The director said that Kathy Ferguson had resigned her position as PT Reference Librarian. The position was advertised to all DCL staff via email, and a new librarian was hired. She begins Oct. 15.

Also, she requested board approval to reimburse one of the Fall Fest vendors who could not attend due to food poisoning. (Maginnis/Quinn) Unanimous approval.

COMMUNICATIONS

There were no newspaper articles included in this month's meeting packet, although the library continues to submit news to various local newspapers.

PRESIDENT'S REPORT

Survey Monkey -- There was a brief discussion on Survey Monkey. Ms. Sweeney will update the Board at the next meeting with the results from the Trustees input for dissemination to appropriate outlets.

Fall Festival Library Table -- Lots of patrons asked questions about the Library and were referred to the library table for their expertise. This was the first time there was a Library table manned by staff at the festival. Ms. Maginnis asked Ms. Murray if she would consider having the Library Table moving forward. She thought it would be a great idea. Ms. Maginnis also asked Ms. Murray about the number of Library Cards issued at the Library table that day. Ms. Murray will get that information for the Board.

Thank-you cards were sent out to the following: Philly Pretzel Factory \$25 gift card, Tanglewood \$25 gift card and 5 sauces, Joshua Terry \$30 Enameled bakeware; will send one to Ellen Dine for Christmas box with Christmas goodies.

COMMITTEE/LIAISON REPORTS

There was no Commissioners or DCLB meeting to report on.

NEXT MEETING:

The next meeting of the Board of Trustees will be at 6 PM on Monday, Oct. 27, in person at the library. There is no meeting in November. Ms. Hahn will miss the Dec. 1 meeting. Ms. Sweeney volunteered to take minutes in December.

BOARD ADJOURNED AT 6:35 p.m.

Respectfully submitted by:

Lisa Maffei Hahn, Secretary, RTPLRC