

**Avon Grove Library Board of Trustees Meeting - Minutes**  
**Wednesday, April 28, 2021, 7:00 pm – Zoom meeting**  
**Submitted by Pat McKeon**

- I. Welcome
  - A. In attendance: Sue Geiger, Pat McKeon, Walter Borys, Shelly McCoy, Cordelia Rosazza, Suzanne Regnier, Barbara Hart, Allison Thomas, Jack Waber, Barbara Murphy, Lori Schwabenbauer, Lydia Holiat
- II. Adoption of Agenda
  - A. Motion to adopt the agenda made by Suzanne, seconded by Shelly, motion carried
- III. Guests
  - A. Lydia Holiat, The Haverford Trust (see attached)
    - 1. Lydia reported on the economic climate and is predicting a good economic year for 2021. There is fear around inflation, Lydia thinks it's really a reflationary period
    - 2. AGL Endowment Fund Portfolio discussion
      - a) Lydia shared the current market environment:
        - (1) employment trends - unemployment rate is 6%
        - (2) shared housing market trends - home prices continue to go up
      - b) Our endowment fund is currently \$992,807
        - (1) US large cap stocks are 100% of our investments
        - (2) The earnings prediction = .91
        - (3) Lydia reviewed the investments within the Haverford Quality Growth Stock Fund
        - (4) 2020 showed 15.28% portfolio growth
      - c) Questions
        - (1) Walter asked about the US Large Cap portfolio. Lydia responded that we are looking for constancy in dividends
        - (2) Jack asked about investing in Pfizer. Lydia responded that Pfizer is a different fund. That fund doesn't meet our growth requirements
- IV. Friends of the Library Report - Barb Murphy, Friends Co-President
  - A. The book bags have arrived. They will be on sale at the circulation desk
  - B. They will do another online auction. They are currently trying to get more items
- V. Minutes of 3/24/21
  - A. Motion to accept the March minutes made by Jack, seconded by Barbara, motion carried
- VI. Director's Report - Lori Schwabenbauer, Director (see attached)
  - A. The staff is developing the summer programming plans. They are aiming to hold more outdoor programs. They currently use the Penn Township park, but will soon try to add New London Township's pavilion
  - B. Summer reading kickoff will be at Penn Township with a puppeteer and food trucks. Adults will be included again
  - C. All programming is doing well
  - D. Avon Grove lost #1 spot for Children's programming in the county
  - E. The library has received lots of positive feedback from community
  - F. Circulation statistics for March have greatly increased

- G. There are only two libraries in the county that aren't fully open yet
- H. The adult volunteer program will be restarted early in May
- I. Questions
  - 1. Sue ask why Goddard Park isn't used for programs. Lori responded that there is no pavilion as there is at Penn Township
- J. Motion to accept the Director's Report made by Barbara, seconded by Suzanne, motion carried
- VII. Treasurer's Report - Cordelia Rosazza, Treasurer (see attached)
  - A. 75% of the budget remains
  - B. The negative balance in the Citizens Bank account has been corrected
  - C. Cordelia noted that the electricity and insurance expenditures are above the percentage for this period of the budget. Lori suggested that the cold winter may have been a factor in the electric bill. Lori was asked to check to see if there was a rate increase in the insurance
  - D. Motion to accept the Treasurer's Report made by Jack, seconded by Shelly, motion carried
- VIII. Old Business
  - A. Trustee/Director Visits to Municipalities
    - 1. Walter shared the meeting with West Grove Borough manager, Greg McCummings, regarding the lease agreement
      - a) Walter shared our intention to be good tenants and recognize our responsibilities. He felt it was a productive meeting
      - b) A letter was sent to the borough to summarize the meeting
      - c) Greg recognized that they don't know what they'd do if the library moved out
    - B. Lori plans to visit the municipalities two times each year. She will let us know when she schedules these meetings. Walter encouraged us to promote funding with the recommended \$5 per capita
- IX. New Business
  - A. Annual Report 2020 - Lori Schwabenbauer, Director (see attached)
    - 1. Lori shared the details of preparing the report
    - 2. She noted the statistics reported on the last page
    - 3. Sharing with municipalities was discussed. It was suggested that it could be sent utilizing the FlipCause email list
    - 4. Lori will share the link of the county's annual report. Avon Grove has a two-page spread
    - 5. Allison requested statistics by township to share with our municipalities
- X. Committees
  - A. Bylaws, Policy, and Employee Handbook Committee (B. Hart [chair], P. McKeon, L. Schwabenbauer, S. Geiger)
    - 1. Lori has done a revision of part of employee handbook, sent it to the committee and they will meet soon
  - B. Ad Hoc Committee for Trustee Recruitment and Development (A. Thomas [chair], P. McKeon, S. Geiger)
    - 1. Pat will send open spots to Allison
    - 2. It was noted that we need a better job description for prospective trustees and to be given to the townships, too.
    - 3. Allison will be working on these documents
  - C. Executive Committee (S. Geiger [chair], S. Regnier, P. McKeon, C. Rosazza) - no report

- D. Finance Committee (C. Rosazza [chair], L. Schwabenbauer, S. Geiger)
  - 1. Tax return will be done next week
- E. Fundraising Committee (S. Regnier and J. Waber, co-chairs; S. Geiger)
  - a) Suzanne talked about a grant possibility which was shared with us by Shelly
  - b) Suzanne shared some of the glitches she is encountering in FlipCause
  - 2. Corporate Donations (W. Borys, B. Hart, P. McKeon)
  - 3. General Donations (B. Hart - Friends, L. Schwabenbauer – Annual Appeals)
- F. Personnel Committee (S. Geiger [chair], S. McCoy, P. McKeon, S. Regnier, C. Rosazza) - no report
- G. Space Planning Committee (S. McCoy [chair], B. Hart, L. Schwabenbauer, L. Sweet, S. Geiger)
  - 1. Shelly shared the meeting the committee held and the steps that have been taken to create the space
  - 2. Lori is working on the tentative budget and a design for the Spanish section which will be shared with the committee
  - 3. Shelly sees this as a much bigger project as it will involve getting input from the Spanish speaking community
- H. Strategic Planning Committee (P. McKeon [chair], B. Hart, B. Murphy, A. Mustico, L. Schwabenbauer, S. Geiger) - no report
- XI. Other items for discussion
  - A. Barbara reported that the local historical tour will be added to the library's collections
  - B. County-wide author event is on July 1. Promotional materials will be arriving soon
- XII. Adjournment - 8:25
  - A. Motion to adjourn at 8:25 made by Cordelia, seconded by Pat, motion carried