

Avon Grove Library Minutes
Wednesday, September 29, 2021
7:00 pm – Zoom meeting
Submitted by Pat McKeon

- I. Welcome - 7:00
 - A. In attendance: Walter Borys, Pat McKeon, Sue Geiger, Allison Thomas, Shelly McCoy, Barbara Hart, Barb Murphy, and Lisa Sweet
- II. Adoption of Agenda
 - A. Motion to adopt the agenda made by Jack, seconded by Shelly, motion carried
- III. Friends of the Library Report - Barb Murphy, Co-President
 - A. They are on the third order of canvas bags being sold at the Circulation desk
 - B. They are looking for donations for the fall online auction 10/25 - 11/14
 - C. The Friends will be holding the unbake sale again this year around election day
 - D. Sue thanked Barb for the work they are doing
- IV. Minutes of 8/25/21
 - A. Motion to accept the minutes by Barbara, seconded by Jack, motion carried
- V. Director's Report - Lisa Sweet, Interim Director, see attached
 - A. Lisa shared the updates that have been made on the website
 - B. The link to the board meetings is being posted the day before the meeting
 - C. She share that the summer fundraiser brought \$7,865
 - D. Katie is working on the winter fundraising campaign letter
 - E. Lisa shared upcoming dates to be aware of
 - F. Walter complimented the changes made to the website
 - G. Motion to accept the Director's report made by Jack, seconded by Pat, motion carried
- VI. Treasurer's Report - Sue Geiger (Cordelia was absent)
 - A. Sue shared the documents that Cordelia and Lisa had emailed
 - B. The Board had no questions
 - C. The Board will wait until Cordelia returns to discuss and approve
- VII. Old Business
 - A. Payoff library debt discussion
 1. Sue noted that in that currently \$35,000 has been budgeted for this year's payment and we have about \$40,000 left in the loan to pay
 2. The board discussed paying it off versus paying part now and paying the total next year
 3. Discussion followed
 4. Jack made a motion that the Board pay off the loan to West Grove Borough in its entirety in 2021, seconded by Allison, the motion carried
 5. Sue suggested that the current amount for loan continue to be included in future budget and put into a emergency fund
 6. Lisa will find out what the payoff amount is

7. Walter asked if there should be some recognition to the community of the loan payoff. Sue and the Board agreed
8. Shelly suggested including municipalities at the celebration
9. Suggested ways to celebrate were shared, perhaps in the beginning of the year. It was suggested including big donors in the celebration. The Board will discuss details for this in October

VIII. Trustee Recruitment & Development - Allison Thomas, see attached

A. Attached documents & Power Point

1. It was suggested the need to add language about the number of Board members to make up the Board

B. Number of Board Members to serve on the Board

1. Currently some municipalities have two representatives. Sue suggested that we must follow with what the Library Code requires which states that there be one member per municipality.
2. We need to update our policies and bylaws
3. At this time, we should grandfather the municipalities that have two representatives. Currently London Grove and Penn Townships have two representatives. These positions will not be replaced when the current extra members resign
4. Londonderry Township, which has recently been added to our municipalities, has to have a representative on our Board. Suzanne, currently one of the Penn Township's representatives, could be moved into this position, as she lives in Londonderry Township
5. Allison made a motion that the Avon Grove Library Board composition be as described by the Pennsylvania Library Code, with one representative per municipality, grandfathering the additional members until they are no longer on the Board. Jack seconded the motion and the motion carried

IX. Policy Manual review

- A. The committee is meeting to discuss on October 10 at 10:00 in the community room
- B. Agatha suggested we look at West Chester Library policy manual. Sue will provide this document to the committee
- C. Lisa will share the parts that the committee will focus on in this meeting

X. Avon Grove Library window sign

- A. The sign continues to be problematic
- B. Sue discussed what has been done thus far
- C. Sheryll Franklin and Sue are pursuing the possibility of getting an LED replacement that looks similar
- D. Sue suggested that a grant may be available to pay for it

VII. New Business

A. Book complaints

1. Discussion of a book in our collection that is of concern to certain patrons. Sue shared the details regarding the current situation

2. If the Board members get complaints regarding this book or any others, they should be referred to Sue. Let Sue know if there are any additional questions
3. This will be addressed more clearly in our policy handbook revision
4. Joe and Agatha are aware of the situation. This book is in other County libraries

VIII. Haverford annual withdrawal

- A. Tabled due to Cordelia's absence

IX. 2021 Fall Campaign

- A. Katie is composing the document, Pat was asked to review it, and then Rebecca will send it out

VIII. Committee Reports - none

IX. Other items for discussion - none

X. Public comment

- A. A community member commented as an advocate for the hispanic community. She inquired whether consideration was given to demographic representation on the Board. Sue responded that the County and State determine that municipalities select their representatives on the Board
- B. Comment: The libraries outreach and outdoor programming are great. This community member is advocating for more programming to be done in West Grove Borough. Sue suggested that programming issues should be brought to Lisa Sweet, not the Board.

XI. Adjournment - 8:00

- A. Motion to adjourn made by Jack, seconded by Pat, motion carried