

Avon Grove Library Board of Trustees Meeting Minutes
Wednesday, December 4, 2019
7:00 pm – Children’s Activity Room
Submitted by Shelly McCoy, Franklin Twp. Board rep.

1. Welcome
 - a. In Attendance: Cordelia Rosazza, Walter Borys, Suzanne Regnier, Sue Geiger, Shelly McCoy, Lisa Zawada, and Lori Schwabenbauer
2. Adoption of Agenda
 - a. Motion to adopt the agenda made by Sue and seconded by Cordelia, motion carried.
3. Guests – Lisa Sherwood (Library staff)
4. Friends of the Library report, Joyce Ford, president
 - a. \$761 revenue between Penn and West Grove Election bake sales
 - b. American Girl doll raffle brought in \$208.
 - c. Currently looking at venue for end of March wine tasting event (perhaps Inniscrone Golf Club that fits 50 people).
5. Minutes of October 19 meeting
 - a. Motion to accept minutes made by Cordelia and seconded by Lisa, motion carried.
6. Director's report, Lori Schwabenbauer (see handouts)
 - a. Logo discussion. Board voted for the new deadline of Friday, Jan. 31. Will advertise tomorrow that we will extend the deadline and send out again Jan. 1 and perhaps again Jan. 15. Need to make sure that a prize is awarded to the best submitted even though we may not use the design. Lori will communicate with current entry to let them know deadline being extended. Sue made motion to accept this change, Shelly seconded, motion carried.
 - b. Ideas needed for speakers/topics for the System Advisory Council.
 - c. Changes occurred in the Library catalog to enhance it by adding author suggestions, etc.
 - d. New Capira app to replace Boopsie library app.
 - e. Haverford notifications, who wants to continue to receive them via email? Walter, Cordelia and Sue. Lori will check with Barb and Pat.
 - f. Possible minimum wage hikes were discussed.
 - g. Thank you from Lori to board and staff for a successful year.
 - h. Cordelia made motion to accept the report, Lisa seconded, motion carried
7. Treasurers report:
 - a. Cordelia presented new way she will do snapshot report for meetings (summarized on one page). We'll still get the revenue statement and are asked to review before the meeting. Unless a major problem, Cordelia will just ask for any questions during the meetings.
 - b. Shelly motioned to accept the report, Suzanne seconded, motion carried
8. Old Business:
 - a. Building lease discussion tabled
 - b. Question of Vonage phone bills being paid from Citizen's Bank account with debit card -- okay to continue to do this?
 - i. We also use the debit card to pay for Facebook boosts (\$25/each time), and a Whitepages account. United Way donations also go through that account. We also got it to have a Paypal account--some people use it for monthly donations.
 - ii. Since accounted for per Library system (audited and on our treasurer’s report), it seems okay.

- iii. Cordelia made the motion that we set the maximum amount in there of \$500 and if Lori needs more in there for movies in the summer, she'll transfer funds in. Any overage will be transferred to TDBank account and Lori is authorized to pay the Vonage account, Lisa seconded, and motion carried
9. Sue formed Personnel Committee of Shelly, Cordelia, Sue and Suzanne with purpose of appraisal of Lori. Met tonight and meeting again in January.
10. 2020 Budget:
 - a. Lori suggested postponing her 5-year raise as a possible area for savings.
 - b. Cordelia said another way we could cut paper costs is to not print out things for each meeting. She thinks that with other cutbacks in printing, we could eliminate \$1,000 that way.
 - c. Sue would like to approve the budget as is and then look at making the cut in January. Suzanne made the motion to approve the budget as is, Cordelia seconded and motion carried. Lori does have to turn in the budget.
11. Investment policy development --need to do it but tabling until January.
12. Calendar --will decide later if we want to move the December board meeting. Both calendars for 2020 (library closings and board meetings) were approved.
13. Additional trustees still needed
 - a. Sue will contact Jack Waber to ask if he is interested.
14. Committee reports
 - a. Fundraising: made \$375 for Greenery workshop that Suzanne did. One person didn't pay.
 - b. Barb and Walt will meet with the manager at Jenners Pond to talk about sponsoring the Library. The manager said she'd talk to COO.
 - i. We asked for \$2,500. They have 3 libraries at the facilities --one large and two small.
 - ii. Would like Lori to talk to them to tell them about what we do; they are interested in audiobooks and legacy planning. Barb Hart knows a lot about it.
 - iii. Lisa Sherwood said in her past work they sat outside dining facility at a care home to get them signed up, take Friends literature, etc. (Side note: we lost books with Lisa S. doing delivery over there). We want to promote the books by mail (MOD) program for shutins.
 - iv. Trivia Night is out of different budget and since we are doing that, Jenners Pond can pay for it and we would get a donation. Barb is talking with Lori about it.
 - v. Perhaps we could have a workshop and schedule their shuttle to bring people over. Ask their activity person; they may be happy to have help to do an activity.
 - vi. Suggestion of having storytime there so that it benefits kids in community and the community there (interacting). Would help connect them to the benefit of children's programs.
 - vii. Would like to receive paper copies of fliers of our programs. Do logo contest promotion there.
 - viii. Maybe we could bring in older people for children to read to.
 - ix. Dansko leadership. We need to meet to do more with them.
 - x. Jackson ImmunoResearch was brought up again as a possible sponsor.
 - xi. Suzanne is looking at grants for grant reduction.
15. Adjournment
 - a. Cordelia moved to adjorn, Suzanne seconded it and motion carried.