

Rachel Kohl Community Library Board of Trustees Meeting February 26, 2018

Minutes

Present: Mary Alice Peeling, Susan Cotterall-Homer, Brian Doherty, Jennifer Panaro, Greg Chestnut, Rob Hayes, Randy Ehman, Brenda Orso, Jean MacKenzie, Susan Sternberg

1. **Meeting:** Meeting was called to order at 6:45 by Rob Hayes.
2. **Facilities:** No issues.
3. **Friends Report:** Jean reported that Bingo is planned for March 18th and tickets are now available. Friends may try posting an ad at Maris Grove. Susan C-H will take a poster to Maris Grove. Board suggests Friends also pursue new members at Maris Grove, etc. in an effort to rebuild the member base.. Jean will ask if the Friends are planning a Plant Sale in May.
4. **Director's Report:** See Susan's report. Susan explained that annual survey numbers are down even with allowing for the 2/17 closure. However, the library was in a slow down also in January, 2017 due to pre renovation work. Daytime book club has an increased attendance. Susan explained how Maturity Works has provided a part time person for training at RK. The current person is quad-lingual. Hopefully this addition will help with freeing up personnel for Summer Reading. Story time now has an attendance of 15 to 20 and Dance Me a Story has 20. .
5. **Minutes:** A motion was made and seconded to approve the Revised January, 2018 Minutes. All voted in favor.
6. **Communications and Announcements:** A check from PA State Aid in the amount of \$40,628 arrived today. A check for \$5000 came in from Rotary for our 2017 support of Twisted Vintner. Chadds Ford taxes are due April 1 so we may receive additional contributions from the enclosed RK letter of appeal.
7. **Treasurer's Report:** See monthly reports. Jen reviewed mortgage details for the coming years. RK will pay only that amount which is due each month. Greg explained that a Transaction Report should be included in monthly reports. A motion was made and seconded to approve the Treasurer's Report. All voted in favor.
8. **DCL:** Randy attended the February meeting. The Board did not have a quorum. He reported that Crozer Library is doing a Maker Space at Glen Mills Schools and the Lima Detention Center. Also, Trustee Training is April 21 at Montgomery County Community College and the topic will be "Sustainable Libraries". Susan S. will inquire about attendance requirements. Mobile Printing beta testing is taking place at the Marple Library. There will be an annual cost of \$750 to each library who chooses to participate. More information will be communicated. Jean will attend the April 5th meeting at Ridley Library. March 10 is the Darby Library's 275th Anniversary.
9. **Committee Reports:** none
10. **Old Business:**
 - a. Keyless entry-in process. Not yet completed, only wiring is done.
 - b. The Director's annual review is in process.
 - c. Board Recommendations: Susan asked for clarification on Community Room use. There may be no single political party events inside of the building. Signature collection for nominees must take place outside. RK lobby must remain clear of any election day activity.
 - d. Bequest from Rachel Kohl
11. **New Business:**
 - a. Rotarians at Work is April 28th. We need to submit a list of landscape needs for that day. This may include tree and shrub trimming, installing edging at the concrete entranceway, gutter cleaning, stone mounds at corners of the parking lot, etc.
 - b. The outside sign needs light bulb replacement.
12. **Open Floor/Public comments:** none
13. **Adjourn:** A motion was made and seconded to adjourn the meeting at 7:17. All voted in favor.

Next Trustee Meeting: March 26, 2018

Public Meeting 6:30 PM

Prepared by Jean MacKenzie, Secretary