

Rachel Kohl Community Library Board of Trustees Meeting August 27, 2018

Present: Jennifer Panaro, Randy Ehman, Susan Cotterall-Homer, Mary Alice Peeling, Rob Hayes, Brenda Orso, Susan Sternberg, Greg Chestnut, Brian Doherty. Not in attendance: Jean MacKenzie

1. **Meeting:** Meeting was called to order at 6:30 by Rob Hayes.
2. **Facilities:** All is working well at the moment.
3. **Friends Report:** The Annual Bingo fundraiser is scheduled for September 16th at RK, 6:00. Tickets are \$15 in advance and \$20 at the door. Details have been posted the website and Facebook, etc.
4. **Director's Report:** See attached report. A mortgage restructuring proposal has been submitted to Concord Township Board of Supervisors. Keystone Grant applicants have not yet been advised of awarded grants. RK is hoping to have a Neumann University intern student for the 2018-2019 school year. The internship would include 150 hours devoted to but not limited to developing a new logo, a marketing brand and updated website design with all developed products being RK legally owned. The 2019 Fund Drive letter revision could be the first item reworked.
Board Retreat is Saturday, 9/22.
A follow up letter was sent to municipalities regarding the 9/24 meeting at RK.
Greg asked if Glo Sticks can be sold at Concord Day on September 8th. Susan will follow up.
Greg inquired about the recent upgrades to the DCL system. Susan reported that there are frequent freezes, but no major issues.
Delightful Detail donated children's tee-shirts to RK with a newly designed logo . They are being sold for \$8.00. 1,000 Books before Kindergarten is a new program at RK.
5. **Minutes:** A motion was made and seconded to approve the July 25, 2018 Minutes. Motion was approved by all.
6. **Communications and Announcements:** None.
7. **Treasurer's Report:** See Attached.
A motion was made and seconded to approve the Treasurer's Report. Motion was approved by all.
The Bethel Township contribution check in the amount of \$30,000 has been received. We also received \$8,898.64 from DCL for county aid and reciprocal borrowing. 2019 Budget preparation will take place as soon as a decision on mortgage restructuring is complete.
8. **DCL:** Mary Alice attended the Radnor meeting. DCL now has a Diversity and Inclusion Committee and Susan is a member. The October 4th meeting is at Marple and Randy will attend. December 6th is at RK. February 2019 will be held at the Furness Free Library in Wallingford.
9. **Committee Reports:**
Strategic Plan Committee- Discussion about forming a committee will be on the agenda for the September 22nd retreat.
10. **Old Business:**
 - a. Rotary: Twisted Vintner Checks for participation in the 2018 event will not be received for several months.
 - b. Keystone Grant: Grant recipients will be notified late August. The county library report information will not be used until the grants are announced.
 - c. Municipality meeting 9/24- We need an agenda distributed by 9/15.A MOTION WAS MADE BY GREG TO CANCEL THE RK BOARD OF DIRECTORS PUBLIC MEETING ON SEPTEMBER 24, 2018.
THE MOTION WAS SECONDED BY MARY ALICE AND APPROVED BY ALL IN ATTENDANCE.
A RESOLUTION IS REQUIRED FOR THE ABOVE CANCELLATION AND MUST BE PUBLISHED.
 - d. Strategic Plan- Bill Bennington meets with Trustees on Saturday, **September 22nd**. Susan C-H requested board members look at the Strategic Plan and be prepared with updates and ideas.
 - e. Development Council: Susan C-H has suggested Kathryn Lombardo may be the right person to work on "the message". Randy has offered to act as Liaison to the Development Council members.
11. **New Business:**
 - a. Jen suggested we send out the Annual Fund Drive letter soon. Susan will check with DCL regarding no cost color printing for the letter. Susan C-H will check with a friend who may be able to write a library story for the letter. We now have 2,600 names in LGL database in preparation for the mailing.
12. **Open Floor/Public comments:** none
13. **Adjourn:** A motion was made and seconded to adjourn the meeting at 8:00. All voted in favor.

Next Trustee Meeting: October 22, 2018 Public Meeting 6:30 PM