

Rachel Kohl Community Library Board of Trustees Meeting October 22, 2018

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

1. **Meeting:** Meeting was called to order at 6:30 by Mary Alice Peeling.
2. **Facilities:** No update.
3. **Friends Report:** Mr. Frank Altrichter, who was in attendance for this meeting is interested in learning more about the Friends group. Susan and Jean will meet with Frank.
4. **Director's Report:** See attached report. A mortgage restructuring proposal has been submitted to Concord Township Board of Supervisors and will be on the agenda later this year. Staffing is an issue right now. Susan will send out the wish list that board members contributed to. Susan led a discussion about the Diversity and Inclusion Committee. Susan explained her idea of residents voting on a library tax rather than the municipalities deciding how to fund the library.
5. **Minutes:** A motion was made and seconded to approve the August 27, 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.
Jen will contact Concord Township for a date that our final check for 2018 will be issued.
DCL: Randy attended the October 4th meeting at Marple. Media Library had a very successful book sale. Online library card is not working as well as expected. Furness library is also updating HVAC with a Keystone Grant. December 6th is at RK and Randy, Brenda and Mary Alice will attend. February 2019 will be held at the Furness Free Library in Wallingford.
9. **Committee Reports:** None.
10. **Old Business:**
 - a. Rotary: Twisted Vintner Checks for participation in the 2018 event will not be received for several months.
 - b. Keystone Grant: Susan, Greg, Dan and Kelly from RPM met with Tim and Bob McGreevy from Effectiv Energy Solutions for a preliminary discussion on the HVAC project. They are HVAC design engineers. RPM agrees that it makes sense for Effectiv to do the system recommendation/design and prepare bid specs. The cost is a ballpark quote of 5% of the project cost. The board agrees that this is a good approach. A fall 2019 installation will allow for lower labor rates.
 - c. A municipal leaders meeting may work on Thursdays. We want to continue involvement with the municipalities. There is a misconception that Concord owns the library. The board members will go to their respective municipalities to see if 12/13 would be agreeable for all to meet. We need only one person from each to attend.
 - e. Development Council: Susan C-H, Susan and Jean are meeting with Ray Shao Wednesday. He is interested in the Council.
 - g. Annual Fund Drive: 4400 letters went out today.
11. **New Business:**
 - a. New policies were reviewed with suggestions being made to clarify some data. We need legal advice on the Homebound Delivery Services Policy.
 - b. Jen will do a preliminary draft agenda for the municipal meeting.
 - c. Personnel reviews will take place in November and December. Jen will need pay rate figures for the budget.
 - d. Susan Cotterall-Homer is resigning her post as a Concord Trustee. We wish her and Don well as they move into their new home.
12. **Open Floor/Public comments:** Frank Altrichter expressed that he is impressed with the organization and respectful demeanor of the board.
13. **Adjourn:** A motion was made and seconded to adjourn the meeting at 8:40. All voted in favor.

Next Trustee Meeting: November 26, 2018 Public Meeting 6:30 PM

Prepared by Jean MacKenzie, Secretary