**RACHEL KOHL COMMUNITY LIBRARY**

**BOARD OF TRUSTEES MEETING AGENDA**

**Jun 24th, 2024, 6:30 PM**

Present: Susan Sternberg, Debbie Miller, Jen Panaro, Saleem Shaik, Jim Breen, Garrick Weaver, Kathy Gorman and Angela Horstmann

Absent: Nicholas Altamuro

Additional Guests: Stephanie DerOhannessian (Bethel Township Liaison), Derek Lloyd (Middletown Library – Dir)

Call to Order: 6:30 pm Jean called the meeting to order.

1. Minutes: Motion to approve May 2024 minutes.
2. Facilities: We have cancelled our agreement with Property Management Company as we are currently not in need of their services.
3. Director’s Report: See attachment 1 for Susan’s report.
4. Motion to approve the Tuition Reimbursement Policy (attached) – Approved unanimously. Garrick motioned, seconded by Jim Breen.
5. Treasurer’s Report:
   1. Motion to approve May 2024 financials. Jean made a motion to approve the Jun 2024 financial reports, Kathy seconded. Passed Unanimously.
   2. Infinite giving – setup completed. Still learning the entire process.

100k deposit completed. We got around 5 transactions.

* 1. Jen will look to grant access to SharePoint site for all board members.

1. Explore possibility of going solar:
   1. Check with Terrasol
   2. Check with PECO

7. DCL: Meetings, 6:30 - 2024 Meetings at the Government Center in Media:

Inter library book distribution is moved from a 3rd party service provider “Brooks” to “In-House” by the DCL.

Next meeting is on Aug. 15th Debbie will be attending.

8. Communications & Announcements.

9. Committee Reports:

Fundraising - Debbie - Fundraising planned at Pizzeria Maki on 06/25.

Strategic Plan - Susan, Jean, Angela and Kathy met for the Strategic Plan.

Motion to approve new Mission, Vision and Values. Saleem made a motion to approve and Jen seconded. Approved unanimously.

Garrick went to Bethel township meeting – presented updates.

10. Old Business:

11. New Business:

10. Public Comment: N/A – no public attendees.

11. Adjourn: Jean adjourned the meeting.

NEXT RKCL BOARD MEETING – Jul 22nd, 2024

**Board Terms:**

**Bethel**- Garrick Weaver 06/15/2022-12/31/2025 Angela Horstmann 03/2024 – 12/31/2025

**Chadds Ford**- Jennifer Panaro 01/01/2020-12/31/2024

**Chester Heights**- Deborah Miller 01/25/2021- 01/25/2027

**Concord-** Saleem Shaik11/07/2018 - 02/07/2026, Jim Breen 12/18/2023-12/17/2026,

Kathy Gorman12/18/2023-12/17/2026, Nicholas Altamuro 12/18/2023-12/17/2026 Saleem Shaik, 117/2018-**Thornbury**- Jean MacKenzie 10/15/2017-10/15/2026

**Attachment 1**

**DIRECTOR’S REPORT – May 2024**

**FUNDRAISING**

. We have received checks from Sun East Federal Credit Union, H & H Heating and Team Toyota. I sent letters to 8 real estate agencies I have not heard from Kendra Scott regarding their donation

**DELCO GIVES DAY**

Delco Gives Day donations added up to $715 (before the 6% fees are taken out). We had 21 donors.

**BLOOD DRIVE**

We are having a blood drive on May 20 from 11am – 3pm.

**SMTHBRIDGE ROAD IMPROVEMENT PROJECT**

As you know, we had a meeting Monday night with township representatives. Let’s discuss.

**STRATEGIC PLAN**

Kathy, Jean, Angela and I met. I have attached the most current version. Remember this is a work very much in progress.

**HOMEBOUND DELIVERY PROGRAM**

So far, we have recruited several volunteer drivers, but no customers. I sent a ‘press release’ to the townships, Delco Times, etc. I’m hoping they will help in getting the word out.

**DISTRICT NEGOTIATED AGREEMENT**

This is attached. It outlines what DCLS expects from us and what we get from them. We sign it to indicate we agree. For the past several years we have not signed, to signal our dissatisfaction with how county funds are divvied up.

**HEALTH BENEFITS**

ADP, our payroll processor, also has a small business health benefits plan. I have attached it to this email. This will give us a comparison to My Health Benefits from PANO.

**TUITION REIMBURSEMENT**

I have attached a draft (sample) tuition reimbursement policy that other libraries have used.