

**WEST CHESTER PUBLIC LIBRARY**

415 North Church Street

West Chester, PA 19380

610-696-1721

**Minutes**

Of the Monday, November 16, 2009 meeting of the Board of Trustees

The Board of Trustees of the West Chester Public Library met on Monday, November 16, 2009 in the Meeting Room of the library. Howard Sundwall, President, called the meeting to order at 7:02 pm.

Attendance: Betsy Beaugard, Pete Dalton, Victoria Dow, Phyllis Dunn, Tina Facciolli, Clay Henry, Richard May, Howard Sundwall, Cathy Wilson, Susan Woodward.

**Minutes:**

The Board reviewed and accepted the amended minutes (a small spelling error was corrected) of October 19, 2009.

**Treasurer's Report:**

C. Henry, Treasurer, reviewed the expenditures and income and reported that most line items were on target, but noted that the library has cut back its expenditures for new materials. The West Chester borough makes another payment in December; library still working with reduction of costs plan for this year.

**President's Report:**

H. Sundwall reported that he had updated West Chester Borough Council with the library's activities and budgeting for the year.

He also wants the board and library staff to consider how for the 125<sup>th</sup> anniversary of the library in 2013 the library will meet the needs of patrons in the 21<sup>st</sup> century.

**Director's Report:**

V. Dow reported that the fall story times all had waiting lists for participants. The Adult Book Discussion group had a tie-in to a book sponsored at the West Chester University. The Teen Program held several meeting with average attendance. V. Dow and T. Connor spoke with ESL families about the library at the West Chester School District's meeting with Title I parents in October.

**Committee Reports:**

**Fund Raising:**

V. Dow reported the annual Fund appeal had raised about \$11,000.00 as of mid November.

SAC Meeting:

B. Beaugard reported that the group has discussed coping with the decreased budgeting for 2010. At this time the funding formula for 2009 will continue in use but the group may change some areas of distribution.

Old Business:

2010 Budget:

C. Henry and V. Dow reported that government funding is down about 11% and hope that current cut-backs in library materials, part-time employee hours, library hours, and printing with no salary increases will be sufficient for the 2010 budget. V. Dow expressed concern about the cost of the teen co-coordinator's position unless part of the funding comes through as a grant. S. Woodard made the motion to approve the 2010 budget. P. Dalton seconded the motion. The Board approved the motion.

Development Officer:

H. Sundwall reported that the committee has interviewed about 4 candidates but was unable to fill the position. Megan Bowman will leave the area by the end of December but will continue to fill the position from her new home.

West Goshen Township:

C. Wilson and P. Dunn reported that they are planning to have a small group of West Goshen residents attend the township meeting on November 18, 2009 to try to increase the township's funding to the library

New Business:

2010 Library Closings:

P. Dalton made the motion to approve the list of closures as amended. C. Wilson seconded the motion. The Board approved the motion.

2010 Library Board Meeting Dates:

P. Dalton made the motion to approve the list of dates as amended. C. Wilson seconded the motion. The Board approved the motion.

Policy Review:

Fees:

V. Dow will put together a listing of all the library fees and add it to the policy. R. May made the motion to reapprove the current policy of fees. P. Dalton seconded the motion. The Board approved the motion.

Availability of Services:

The Board reapproved the current policy.

2010 Nominating Committee:

H. Sundwall will set up a nominating committee to prepare the slate of board officers for 2010 in January, 2010 will the election in February 2010.

Holiday Gifts:

T. Faccioli made the motion that a holiday gift of a \$20.00 gift certificate be given to the staff. All board members were in agreement but rather than take it from library funds each board member will contribute \$31.00.

Adjournment:

The meeting was adjourned at 8:55 pm to reconvene on Monday, December 21, 2009 at 7:00 pm in the Meeting Room of the West Chester Public Library.

Respectfully submitted,

Tina Faccioli, Board Secretary