

WEST CHESTER PUBLIC LIBRARY

415 North Church Street
West Chester, PA 19380
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Minutes

Of the Thursday, February 17, 2010 meeting of the Board of Trustees

The Board of Trustees of the West Chester Public Library met on Thursday, February 17, 2010 in the Meeting Room of the library. Betsy Beaugard, Vice President called the meeting to order at 7:04 pm.

Attendance: Betsy Beaugard, Victoria Dow, Tina Faccioli, Fred Gusz, Clay Henry, Agatha Lyons, Richard May, Courtney Stoll, Cathy Wilson, Susan Woodward.

Election of Officers:

B. Beaugard opened the slate of officers for 2010-2011. T. Faccioli made the motion that P. Dalton be added to the ballot as Chairman of the Library Board. The motion was seconded and Board accepted and approved the motion.

B. Beaugard reviewed the slate of officers. The slate was President – H. Sundwall
Vice President – B. Beaugard
Chairman – P. Dalton
Treasurer – C. Henry
Secretary – T. Faccioli
SAC Rep. – B. Beaugard

B. Beaugard called the vote on the slate. The slate was elected unanimously. B. Beaugard closed the meeting.

B. Beaugard reopened the meeting at 7:10pm and welcomed A. Lyons, district consultant to the board meeting.

Minutes:

Two spelling errors were corrected and the Board accepted the minutes of January 21, 2010 as corrected. Additional discussion about the use of book plates as a donation method was held.

Treasurer's Report:

C. Henry explained the new format for the presentation of the Treasurer's report and felt that this now shows more exactly the various categories of expenses. He reviewed the financial overview ending on January 31, 2010.

President's Report:

H. Sundwall sent the reminder to all board members about the West Chester Borough training on February 24, 2010 from 7 to 9 pm at Borough Hall. He encouraged all board members to attend if possible.

Director's Report:

V. Dow reviewed that the Daily Local has written up the Literacy Heroes nominations during the past several months.

She will be better able to report on the effect of the many snow storms during the month of February next month. She noted that deliveries among member libraries have been somewhat irregular because of road difficulties and general parking problems.

She included the results of the Teen Survey conducted by Tegan Conner in Fall 2009. This report was prepared to report back to Claneil Foundation on how their grant funding had been spent.

Committee Reports:

Township Action Plan:

- B. Beaugard reviewed the draft of the action plan prepared by herself and Phyllis Dunn.
1. Create and distribute a book mark showing how the library is funded.
 2. Join the CCLS advocacy network.
 3. Prepare petitions about library funding to the townships.
 4. Board members will prepare handwritten invitations to township supervisors to the Literacy Heroes Breakfast:
Westtown – T. Faccioli
Pocopson – S. Woodward
East Bradford – P. Dalton
W.C. Borough – C. Stoll, C Wilson
West Goshen – P. Dunn
 5. Have board members attend township board meetings and planning sessions.
 6. Present townships with a library update and thank you notes every six months.
 7. Prepare press releases.

Old Business:

Literacy Heroes Breakfast:

V. Dow on the behalf of H. Sundwall urged board members to try to find additional sponsors for the program book for the Literacy Breakfast. She distributed the order form and explained that they are planning to add business card size ads for \$100.00. Orders are due by March 15, 2010.

New Business:

Policy Review:

V. Dow noted that the Personnel Policy does not currently require a background check on new hires. The expenses of such a check would be assumed by the library. Also allowed expenses have never been made specific. Such expenses should be included in a scheduled appendix. T. Faccioli volunteered to work with V. Dow on the changes.

There was also discussion about preparing a volunteer handbook for future use.

State Ethics Commission:

V. Dow distributed to all present board members the statement of financial interests by the State Ethics Commission. Board members completed the form which will be placed on file.

Trustee Institute:

A. Lyons invited all Board members to attend the Trustee Institute held on March 20, 2010.

Adjournment: Betsy Beaugard adjourned the meeting at 8:10 pm to reconvene on Monday, March 15, 2010 at 7:00 pm in the Meeting Room of the West Chester Public Library.

Respectfully submitted,
Tina Faccioli
Board Secretary