

WEST CHESTER PUBLIC LIBRARY
415 North Church Street
West Chester, PA 19380
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Minutes

Of the Thursday, January 21, 2010 meeting of the Board of Trustees

The Board of Trustees of the West Chester public Library met on Thursday, January 21, 2010 in the Meeting Room of the library. Howard Sundwall, President, called the meeting to order at 7:03 pm.

Attendance: Betsy Beaugard, Victoria Dow, Phyllis Dunn, Tina Faccioli, Fred Gusz, Clay Henry, Richard May, Courtney Stoll, Howard Sundwall, Cathy Wilson, Susan Woodward.

Welcome:

H. Sundwall welcomed the new board members: Fred Gusz and Courtney Stoll. Current members introduced themselves.

Minutes:

The Board reviewed and accepted the minutes of December 2009 as presented.

President's Report:

H. Sundwall announced that borough manager, Ernie McNeely, has invited all board members to attend a training and education session for members of Boards and Commissions on February 24, 2010 from 7:00 to 9:00 pm at the West Chester Municipal Building. He urged all board members to attend.

He explained that Tom Caldwell, a local amateur photographer, has taken pictures of the library. Howard has asked permission to use the photographs in future promotions of the library. Mr. Caldwell has not yet responded to the request.

Treasurer's Report:

C. Henry reported that the biggest difference in revenue connected with the Literacy Heroes Breakfast is the in kind donations. Most of the other budgeted categories are on target. Salaries are on schedule in the budget with no salary increases in 2010. Overall expenses are a little above the budgeted amount but by a small margin. A new budget form will be used starting in February 2010.

Director's Report:

V. Dow reported that the Teen Program Coordinator is being paid through the grant money and will receive from the state a DCED grant of \$5000.00 to be used for teen materials and programming. A survey of the teens was recently completed and will be summarized and presented at a later time.

She noted that the Dailey Local News advertised the Literacy Heroes Breakfast and the nomination form.

The staff has weeded heavily in all areas of the library and circulation is up again for the year.

Plans are being made to purchase some type of e-reader dedicated to the display of the New York Times. The physical paper subscription would be dropped. This will cost less and also archive back issues of the Times. More investigation and discussion is needed to decide on the best brand of e-reader for this purpose.

Committee Reports:

Fund Raising:

Annual Appeal:

V. Dow reported that \$26, 622.00 was the final total which was up from last year. About \$10,000.00 of the total came from letters which had a personal note from a board member attached. The appeal was sent to 2000 less names but was more directly targeted to possible donors.

S. Woodward suggested some type of recognition for donors. V. Dow suggested the donors could “purchase” a book plate for a specified amount of donation. It was recommended that the sale of book plates as donations be made available at the Literacy Heroes Breakfast.

Old Business:

Township Appeal:

P. Dunn, B. Beaugard, C. Wilson will meet to make a more formal plan to attend and address township meetings, especially West Goshen, about the library’s role and needs in the community. They plan to ask for local support among township residents. They will bring their plan back to the board.

Nominating Committee:

C. Wilson announced the following slate of officers for 2010:

- President – H. Sundwall
- Vice President – B. Beaugard
- Treasurer – Clay Henry
- Secretary – T. Faccioli
- SAC representative – B. Beaugard

The motion to close the nominations was made by S. Woodward and seconded by P. Dunn. The Board approved the motion.

H. Sundwall thanked the nominating committee for putting together the slate.

The election will take place at the February 2010 board meeting.

New Business:

Insurance Review:

R. May, S. Woodward, T. Faccioli and V. Dow met to hear insurance presentations from Bob Hall, the current insurer, and Bob Longley, of Lonley Insurance which specializes in library insurance through Utica. V. Dow described difference and similarities among the two policies. After discussion among the board C. Wilson made the motion that V. Dow would ask B. Hall to refigure his quote to include flood insurance and more description

about the book depreciation amount. If the quote came back within 5% of the original amount then he would continue as the library's insurer and V. Dow could execute the contract. If the quote did not fall within the 5% then an additional meeting of the 3 board members (May, Woodward, Faccioli), H. Sundwall and V. Dow would reconvene to discuss in more detail the insurance needs of the library. R. May seconded the motion. The Board approved the motion.

Chester County Library System:

The System will introduce a new advocacy program for all Chester County libraries in April 2010. They will have a booklet prepared for use. Peggy Wadsworth from CCLS will attend the March 15, 2010 board meeting to present a 20 minute overview of the program.

The new district consultant, Agatha Lyons, will attend the February 17, 2010 Board meeting.

Adjournment:

The meeting was adjourned at 8:57 pm to reconvene on Wednesday, February 17, 2010 at 7:00 pm in the Meeting Room of the West Chester Public Library.

Respectively submitted,
Tina Faccioli
Board Secretary