

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
OF THE ABINGTON TOWNSHIP PUBLIC LIBRARY

Date: 5-22-17

The Meeting of the Board of Trustees was called to order at 7:03PM

PRESENT: Barbara A. Jacobs, Brian Mays, Elaine Shay, Teresa Scroggins, Garrett Page, Theresa Deckebach, Toby True, Nancy Hammeke Marshall, Tom Tyler, Ellen Baxter, President of the Friends of the Library.

PRESENTATION: N/A

MINUTES:

A motion to approve the minutes of April 24, 2017 was made by Elaine Shay, seconded by Brian Mays. Motion passed.

TREASURER'S REPORT: File for audit

- Revision to the March 27, 2017 minutes (Treasurer's Report); there is no overage.
- Motion by Tom Tyler made to withdraw the portion of the March 27, 2017 motion (that refers to the "overage") to move \$68,591 to Building Endowment. There was no budget overage to be moved. Seconded by Teresa Scroggins. Motion passed.
- Vanguard Funds need to be moved based on SEC rules that we have been made aware of via a letter from Vanguard. Operating money and Friends donations have to be placed into similar accounts. Suggestion to move Vanguard accounts line #3 and line #6 or move these accounts.
- Tom Tyler made motion to close existing Vanguard account #3 (General Library Funds) and move balance to BB&T, account line #2 of General Library Funds. Theresa Deckebach seconded. Motion passed.
- Tom Tyler made motion to close Vanguard account line #6 (Special Income) and move balance to Chelton Hills Savings Bank, account line #8 of Special Income. Teresa Scroggins seconded. Motion passed.
- Finance Committee will be reviewing the Investment Policy and will be bringing their work before the Board.

DIRECTOR'S REPORT: Reviewed and discussed.

- Subscription to CTS Language Link for interpreter services.
- Luke Maki Envisioning Project is coming to a close. Inviting him to a Board meeting to present.
- Book Cart Drill Team – July 4th Glenside Parade – Board members encouraged to join
- Summer Reading Club: Build a Better World
- Q-Crew first meeting was a success; 10 kids and families attended and they requested another
- Heather Willever-Farr started as Head of Technical Services replacing Michael Rechel.
- Condenser replacement project continues – very large project.
- Nancy met the new township manager, Richard Manfredi
- Tutor Reception on June 7 at 7PM; Board members encouraged to attend

ADULT LITERACY: Reviewed and discussed.

- Grants have been awarded from the Max and Victoria Dreyfus Foundation, Dollar General Literacy Foundation, and Willow Foundation. Friends have pledged \$17,000 as well.

COMMITTEE REPORTS:

A. Friends –

- Annual Potluck Brunch, Saturday June 10 at 10AM in the Library. Board encouraged to attend.
- October 7 is the Fall Sidewalk Sale; April 21 is the Spring Sidewalk Sale, 2018
- Friends public relations work is improving through Facebook, web site updates, etc
- New digital signage is being purchased directly from Friends funding; use in appeal letter
- Thanks to Friends for 3 donations; \$10,000 to library, \$1,100 for adult/young adult summer reading, and \$17,000 additional toward literacy

B. Development – N/A

C. Finance/Investment - N/A

D: Executive - N/A

E Personnel –

- Committee met and will be looking at the Policy Manual; updates will be made and presented to the Board
- F. Long Range Planning – will meet on June 26; Garrett will call a meeting

OLD BUSINESS:

- Bylaws Committee: Nancy has collected 11 examples of Bylaws from other libraries. Nancy will turn them over to Toby and Tom.
- EMCCC Dinner – Toby will take the tickets.
- Food For Fines – last week of June: June 26 – July 5
Bring a food item to the Board Meeting
One food item per one fine. Forgiveness up to \$10 per food item. Karen Burnham will be setting up advertising. We are 9% under budget on fine revenue and this will cost a bit, but worth the good will.

NEW BUSINESS:

- Thanks to Elaine Shay for years of service as Treasurer.
- Motion made by Elaine Shay to approve Tom Tyler as president, Teresa Scroggins as vice-president, Theresa Deckebach as recording secretary and Brian Mays as Treasurer. Seconded by Teresa Scroggins. Motion passed.
- Discussion about Little Free Library grants to be funded by the Friends. Ellen will discuss with the Friends informally and we will continue to discuss.

CORRESPONDENCE : Reviewed and discussed.

EXECUTIVE SESSION: N/A

ADJOURNMENT:

The meeting was adjourned at 8:34 p.m.

Our next meeting is June 26, 2017.

Respectfully submitted,

Theresa A Deckebach, Secretary