

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

Date: March 27, 2023

The Meeting of the Board of Trustees was called to order at 7:03 p.m.

PRESENT: Joe Milano, Lauren Greaves, Emily Cooper, Nancy Wright, Elaine Cassidy Shanahan, Liz Fitzgerald, and Don Pierce were present. Dimitra Seiler, Michelle Washington, and Diane Moskal were also in attendance.

MINUTES: A motion to approve the minutes of March 6, 2023, was made by Joe Milano, seconded by Nancy Wright. Motion passed.

PRESENTATION: Don Pierce gave his annual presentation to the Board about the ATPL financial statements for 2022. He also gave the Board an overview of the audit process. Congratulations to Dimitra for announcing that she just completed her 25th year at the library. Thank you for your hard work and service, Dimitra!

TREASURER'S REPORT:

- Emily Cooper reported that the library endowments are experiencing some losses, but to a lesser degree than it did last year at this time. No major issues were highlighted. The Jenkintown branch of Fulton Bank is about to close in April 2023. We have two accounts with that bank, so a suggestion was made to close those accounts and transfer funds to Penn Community Bank. The Board decided to postpone a motion about this transfer of funds until the April meeting, after it confers with Ralph, the investment manager, about this decision.
- Fines are down because of auto-renew, bolstering the case for the library to go fine-free. Revenue for lost books is up 25%. The Board is open to the library going fine-free but is interested in understanding the financial impact of this decision. At a future meeting, Liz will share information about ways in which lost revenue from fines might be provided.
- Kudos to Dimitra who purchased forever stamps in advance of the postage stamp price jump!
- The March 2023 Treasurer's Report has been reviewed and filed for audit.

DIRECTOR'S REPORT:

- Liz Fitzgerald reported the great news that the library was awarded a grant from the state for \$50,000 through the PA Department of Education for programming, physical improvements, and training. This grant will support the library's strategic plan goals, parenting workshops, author events, in-service speakers, staff-led programming as well as the purchase of STEM outreach kits, electrical outlets upstairs, new book carts, and early childhood storage.
- A car hit the exterior wall of the library's Discovery Garden on a recent Sunday. It did not breach the wall, and Public Works fixed the damage expeditiously. A claim has been filed with the insurance company for this damage and repair and the library is optimistic that full payment will be received for the work.
- Position openings: FT Circulation Asst and PT Page in Children's Department.
- Liz will meet with staff groups and create a schedule for keeping on track with strategic planning.
- Pickleball kits are very popular. All are currently checked out!
- Based on Bill's suggestion, the library might move the Library of Things closer to its front door.
- Three more library speaker consortium events are planned for this month.
- Children's programs: Science stories in Alverthorpe Park will take place in May. Carolyn and Liz are planning school summer reading.
- Sara has seen close to 1,000 AMS students and received questions about whether Chromebooks might become available for kids as young as 12. They currently are available for people 18 and over.
- CPR and AED certification training is being planned for adults, supported by Friends of the Library.
- Roslyn is doing preliminary work on its Story Walk plan, and had a lot of success with its Pokemon party and Music and Movement. Large increase in the number of programs and attendance at programs.
- Security system is being updated.
- Bill going to be helping at Ardsley temporarily to fill staffing void there in the short term.
- The percent of population who are registered library patrons increased by 4% from last year.

ADULT LITERACY:

- Tutoring continues to be popular. Tutors are putting in a lot of hours. Classes are very popular and are expanding because of the demand. The library is still looking for a kitchen to use for the next cooking class.

COMMITTEE REPORTS:

- A. Friends of the Library: No presentation
- B. Development/Long-Range Planning: No presentation
- C. Personnel: Members of the sub-committee met with Liz to conduct her performance evaluation, which went well.
- D. Facilities: No presentation
- E. Finance/Investment: No presentation

OLD BUSINESS:

- Photography and videography policy was revisited. Liz presented a statement of the policy. A motion was made by Lauren Greaves to approve the photography and videography policy as drafted. Seconded by Joe Milano. Motion passed.
- Given that the library is unable to locate a Policy on Public Comment in its Board's bylaws, Liz included in the Board packet the township's policy for public comment. The Board will review this policy and revisit this issue at a future meeting.

NEW BUSINESS:

- Liz proposed that the library move the age for borrowing hotspots and Chromebooks from 18 and over to 12 and over. A motion was made by Joe Milano to lower the age for borrowing hotspots and Chromebooks from 18 and over to 12 and over. Seconded by Nancy Wright. Motion passed.

CORRESPONDENCE: Distributed to all Board members.

PUBLIC COMMENT: Diane Moskal congratulated the library on its state grant and supported the decision to move the Library of Things to a more visible spot. She also raised the possibility of increase visibility of bird watching kits given that springtime is upon us. Liz shared that staff plans to attend the April 22 Earth Day celebration at Briar Bush to market the birdwatching materials. She encouraged that the library highlight the Literacy successes in its next newsletter.

EXECUTIVE SESSION: A motion was made by Joe Milano to adjourn the meeting of the Board, seconded by Lauren Greaves. The motion passed.

ADJOURNMENT:

The meeting was adjourned at 8:35 p.m.

Our next meeting is April 24, 2023, at 7:00 p.m.

Respectfully Submitted,
Elaine Cassidy Shanahan
Secretary