

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

Date: September 29, 2025

The Meeting of the Board of Trustees was called to order at 7:01 p.m. by Joe Milano.

PRESENT: Joe Milano, Emily Cooper, Daniel Kaye, Elaine Cassidy Shanahan, Maurie Markman, Lauren Greaves, Aaron Krauss and Liz Fitzgerald, Terry Biansco, Ralph McDevitt, Grace Loveland, and Tee Dee were in attendance along with Diane Moskal, Dina Botwinik, and Jeremy who joined virtually.

MINUTES: Motion to approve the minutes of July 28, 2025, was made by Joe Milano, seconded by Maurie Markman. Motion approved.

PRESENTATION: Ralph McDevitt of Raymond James provided an overview of ATPL's finances. Aaron raised the question of whether we might rename the Building Endowment the Building Fund in accordance with legal requirements when we reconsider details of our investment policy.

TREASURER'S REPORT:

The July and August 2025 Treasurer's Reports were reviewed. Highlights include:

- July: General library funds from Penn Community Bank funds low due to timing of transfers. Fluctuations in Maintenance of Plants also due to timing of needs being addressed. A \$750 donation received from Friends.
- August: Similar fluctuations occurred due to timing. Relatively underbudget that month for Maintenance. Liz spoke to Sal Valenti who plans to make another generous gift to the library.

The July and August 2025 Treasurer's Reports were reviewed and will be filed for audit.

DIRECTOR'S REPORT:

- Liz submitted capital requests to the township for self-checkout machines and new lighting. Awaiting feedback.
- She met with Liz Hamm, who manages grants for the township, to discuss our prioritized need for a new building.
- Abington Pre-Night Out was packed! Lot of interest at the library table. Thank you to the Friends for their help.
- Penn State Abington move-in day: Over 100 students signed up for library cards.
- Read a Book Day: Hundreds of children and families attended. Arts and crafts and free books handed out.
- Elaine Wolfson Magilner concert series: Harpist performed a lovely concert that was well-attended.
- History of Classic Rock: 47 people attended.
- Welcome to our new staff member, Angie Moretti.
- Summer Reading: 768 children – 56% increase from last year. Teen/Tween Summer Reading also big success.
- Children's Department will be launching 1000 Books Before Kindergarten soon in support of early literacy.
- Free CHOP-funded babysitting class for teens and tweens launching soon.
- Teen volunteering: 400+ hours from July to mid-September.
- Roslyn: hosted 55 programs with more than 1300 attendees!
- Facilities: Jim engaged in creative problem-solving and worked hard to clean and address several challenges. Thank you to Jim for helping with set up for the latest Friends event.

ADULT LITERACY REPORT:

- Erica Elrod provided the update on Adult Literacy. In July, classes ran for 18 sessions. 48 students attended. Several new tutors with teaching experience joined program. 95 students currently meeting with tutors.
- In terms of administration, Tutor Support Meetings take place 5x/year; latest on in late-September. Erica accessing Immigration Briefings to stay apprised of events affecting that population. Will instruct ATPL staff on whiteboard use. Elizabeth Sperling now working as a tutor.
- Erica provided stats on the Adult Literacy Program (ALP) to highlight its success and growth. We discussed the possibility of partnering with PSU Abington to draft a formal agreement for college students to serve as tutors in the program. Space sometimes an issue for tutoring sessions. Student records and intakes and tutor registrations currently done on paper. Process involves transferring info from paper to Google Sheets. Suggestions for improved processes include using a database through Salesforce which will allow better management, report generation, tracking and security. Cost for custom-built database is \$16K plus additional licenses adding cost of approximately \$5000/year. Erica will provide board with additional information regarding cost, start-up timeframe and transfer of data if the license were to end.

COMMITTEE REPORTS:

- A. Friends – Terry Biansco: Friends donated \$15K last month. Fall sale a huge success! National Friends of Library Week October 19-25. Lunch for librarians will be held mid-week that week as a thank you. Jewelry silent auction coming up November 1 – 30. Another sale in December as well. Winter Fest scheduled for December 13.
- B. Policy and Personnel – Daniel Kaye: No updates.

- C. Development/Long-Range Planning -- Maurie Markman: Joe met with Christman and was asked to wait a few months before revisiting the conversation about hiring a consultant.
- D. Facilities – Joe Milano: No updates.
- E. Finance and Investment– Emily Cooper: No updates.

UNFINISHED BUSINESS: None.

NEW BUSINESS: Liz provided follow-up info about Hoopla, which has become increasingly more popular over recent years. One of the library's most popular offerings. Estimated cost for 2025 anticipated to be \$10K more than last year. Liz and Mimi explored options to limit costs, such as limiting number of loans per user. Liz proposes for 2026 to increase Hoopla budget by \$20K and reallocating funds from other collections like playaways and books by CDs to cover costs. A motion to use \$20K from Shay Ollinger to support Hoopla in 2026 was made by Maurie Markman, seconded by Joe Milano. Motion passed.

CORRESPONDENCE: Distributed to all Board members.

PUBLIC COMMENT: Tee expressed interest in employing some strategies discussed in her own career down the line.

EXECUTIVE SESSION: Motion to adjourn made by Joe Milano, seconded by Lauren Greaves. Motion passed.

ADJOURNMENT:

The meeting was adjourned at 9:20 p.m.

The next Friends meeting is November 8, 2025, at 9:45 a.m.

Our next Board meeting is October 27, 2025, at 7:00 p.m.

Respectfully Submitted,
Elaine Cassidy Shanahan
Board Secretary