

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

Date: June 22, 2026

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

PRESENT: Joe Milano, Lauren Greaves, Emily Cooper, Daniel Kaye, Elaine Cassidy Shanahan, Maurie Markman, Liz Fitzgerald, Terry Waslow and Diane Moskal. Aaron Krauss was unable to attend.

MINUTES: Motion to approve the Minutes of May 18, 2026, was made by Joe Milano, seconded by Maurie Markman. Motion approved.

PRESENTATION: None.

TREASURER'S REPORT:

- The May 2026 Treasurer's Report was reviewed by Joe Milano in Aaron Krauss' absence and will be filed for audit.
- Penn Community Bank - increase in balance reflects money we liquidated
- Penn Community Bank CD closed in March
- Investment acct. gain \$46,000 in May, \$88,000 year to date.
- Building endowment increase \$22,000 vs \$32,000 changes in allocation when we changed it to cash.
- Changes to balance sheet are due to changes to recognition of certain accounts. These will be \$0 going forward (some of the accounts are revenue so are seen otherwise).
- Revenue – Meeting room revenue is \$0, off \$417. This will be \$0 based on the revisions we made. It won't be removed as a line item. It has brought in \$615 dollars this year to date.
- Row 4090 is special income reflected from book endowment.
- Water is currently a variant. We are under budget month to month but over year to date
- Expenses for total operations we're under budget. Really under budget month to date
- Row 5330 denotes audit expense.
- Total book stock – We're at \$100,000 which is under budget by 18%
- There were no unexpected expenses in May.
- Special income – long-term liability zeroed out
- Income statement – net profit end of May \$8,000. We'll see that moving forward. No longer \$0 as before.
- Review and filed for audit

DIRECTOR'S REPORT:

- 820 people at Summer Reading Kick-Off. Biggest number ever. Should we think about building code and emergency procedures? Liz will follow up.
- Thank you to all who attended all the events – Pam Jenoff at Penn State Abington; Friends Annual Brunch; Adult Literacy Event; and more.
- The PA First Lady's book club in Harrisburg went well. Will be an annual event and Liz will help next time.
- New staff members – Malachy began tonight, a number of new have been filled.
- Capital Campaign Committee met to review fundraiser proposals.
- Keystone Grant has been signed by the state.
- The RFP is on a tight schedule. Commissioner approval July 9. Selection by end of August. Due by end of next September. Liz is working with the township about the funds.
- In Circulation, Marcus is spearheading inhouse check-in policy (items they pick up while at the library, but then put down without taking them out.) If books are taken and put down elsewhere then record that. This includes if they request a book, look at it and decide not to check it out.
- Two new zoo passes – Lehigh, Popcorn Park in NJ (animal rehab)
- Flute concert of 80 singing bowls.
- Crystal swap suggested by Lauren Greaves.

- Angie and Liz revamped the way our statistics are presented, making it easier to read.
- Children's department had 3,853 people over the month and 11 outreach visits.
- There were 650 people for Pridefest.
- The staff spoke to 700 6th grade students in Abington Middle School.
- Technical services are cataloging video games.
- Roslyn library - Meg made connection with community impact coordinator at Crestmont Manor and North Hills Manor
- Facilities – no major issues, Jim doing a lot of maintenance upkeep. Changing lights over stacks is a capital project he is beginning.

ADULT LITERACY:

- The recent reception was beautiful and well-attended by students, tutors, teachers, family, staff and board members. Reception allows you to see firsthand how important this program is. Three Abington Township Commissioners attended.
- Erica has onboarded 28 new students. They are studying for their nursing degrees, GEDs, one even for her online floral business. How can we help the population even more? Maybe a guide of all their businesses is a way that we can help support them.
- Maury Markman said "This program describes America."
- Also, the contract for the database discussed at previous meetings has been signed.

COMMITTEE REPORTS:

- A. Friends – Terry Waslow: brought the annual report. Highlights include \$104,000 donation from the Friends to the Library; the BookCeller raising \$250,000; circulation \$8,000. Circulation has been very helpful in raffle sales. The jewelry auction brought in \$6,000. Grants are more than \$56,000. The Friends are very excited about the future. There are many resellers on Saturday. One question asked is "Can taking electronic payment help?" Concern is that it is a difficult process to learn, but only taking cash has its downside.
- B. Personnel – Joe Milano: No updates.
- C. Development/Long-Range Planning -- Maurie Markman: Once RFP gets approved, we begin.
- D. Government and Community Relations -- Daniel Kaye: No update.
- E. Finance, Investment & Audit – Emily Cooper: No updates.
- F. Policy – Elaine Cassidy Shanahan: Library handbook is under review.
- G. Capital Campaign Committee – Lauren Greaves: RFP went out by May 30, got 6 proposals, people went over them and got to 3: Dunleavy, Fairmount, Stick Figure. **Dunleavy's** was very elaborate and hands-on, local to Philly, woman owned, people of color on staff, one of the people is from Abington. Offered a 3-year process - \$352,000. **Fairmount** also local, 2 phase, 3-year campaign, \$463,000. **Stick Figure** – 5-month feasibility for \$47,000. If you kept them on retainer, \$78,000/year. Mostly remote. Only five people on staff. In Berks County.
They contacted references. Kennet Square library originally took Fairmount, but went another direction. Both Dunleavy's and Fairmount's references were great. Stick figure had no responses to requests for references.
While the interviews went well, Dunleavy stood out to everyone on the committee. Dunleavy did work for the Free Library of Philadelphia and Wissahickon and both really liked them.

UNFINISHED BUSINESS: None.

NEW BUSINESS: Lauren Greaves, chair of the Capital Campaign, said that the committee met earlier today to discuss suggesting a financial consultant to the board. Lauren Greaves made a motion to accept the proposal of Dunleavy as fundraising consultant for our capital campaign. Maury Markman seconded. Motion passed.

Discussion about one or two RFPs (second one on conceptual design/planning and community engagement) planned prior to the July 9 Abington Commissioners meeting. Kim Hamm suggested one RFP rather than two. Should the design and planning architect be the planning manager, with the other position subcontracted?

CORRESPONDENCE: Shared with all board members.

PUBLIC COMMENT: Diane Moskal said often travel books go back in the cart which means they aren't counted as viewed. Also, Linda Connelly is looking into selling vintage books.

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

ADJOURNMENT:

Meeting was adjourned at 8:10 p.m.

Next Board of Trustees meeting is July 27, 2026, at 7:00 p.m.

Next Friends meeting is September 19, 2026, at 9:45 a.m. Board Representative: Elaine Cassidy Shanahan

Respectfully Submitted,
Daniel Kaye
Board Secretary