

## Chester Springs Library

### Board of Trustees Meeting Minutes

June 20, 2023

**Present:** Board Members Stef Anderko, Vidhya Krishnamoorthy, Peter Kim, Lorraine Capra, Kim Marino, Drew Kirschmann and Library Director Nancy Niggel.

#### **Minutes:**

##### 1. Call to Order

- The meeting was called to order at 6:06 pm.

##### 2. Approval of Minutes

- A motion to approve the May Minutes was made by Vidhya. The motion was seconded by Peter and the May Minutes were unanimously approved.

##### 3. Treasurer's Report

- Peter reported that the total income for May was \$1,362.45. Total expenses for May, including payments for the Kitchenette upgrade, were \$25,321.46, and the net income for May was (23,959.01).

##### 4. Board Items

- Kitchenette. Nancy's husband worked on the upgrade. The old cabinets were removed and the new cabinets delivered and installed. One more cabinet will be installed over the refrigerator. The counter tops will be installed this week.
- Picnic Table. Nancy will look for an outdoor picnic table at Chester County Craftworks.
- Policies. A motion was made by Lorraine to approve the Bulletin Board policy. Peter seconded the motion and the Bulletin Board policy was unanimously adopted. The Board will vote on the other policies at the next meeting.
- HYS Maintenance Discussion Follow-Up. Stef, Kim and Nancy met with HYS Executive Director Tim Compton on June 7 to discuss tree trimming, power washing the building, inspection of

the fire extinguisher, garden expansion and partnering on community events. Branches have fallen on the property and Tim sent a tree trimming service to inspect the area and remove the debris. The front of the building will be power washed.

- The Board will discuss fundraising and staff reviews at the next meeting.

#### 5. Director's Report

- Nancy reported that the book drop is not level. HYS approved Nancy's plan to paint a yellow edge on the step at the end of the pavement by the cellar door to make it more visible.
- The library's tax return deadline has been extended to November 15, 2023.
- Summer Reading. Donations from the fundraising carnival were \$260. Summer reading started June 10. It will end August 12.
- Science in the Summer programs will occur on July 6, July 22 and August 5.
- Nancy attended the June 5 West Pikeland Township Board of Supervisors meeting and the June 13 District Librarians meeting.
- CSL had 3800 Facebook followers in May and 539 Instagram followers in May.
- Stats. Circulation of physical materials increased 4.1% from April 2023 to May 2023. Circulation of E-materials increased 3.3% from April 2023 to May 2023. Total circulation increased 3.7% from April 2023 to May 2023. YTD total circulation increased 10.9%.

#### 6. Adjournment

- The meeting was adjourned at 6:44 pm. The next meeting is August 15, 2023 at 6:00 pm.

Respectfully submitted,

Lorraine Capra  
June 24, 2023