

Chester Springs Library
Board of Trustees Meeting Minutes

April 18, 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 6:02 pm.

2. Approval of Minutes

- A motion to approve the March Minutes was made by Vidhya. Stef seconded the motion and the March Minutes were unanimously approved.

3. Treasurer's Report

- There were no issues with the financials to report.

4. Board Items

- Capital Expenses. Stef reported that the payment for the Kitchenette upgrade (about \$6,700) will be made this week. A motion was made by Peter and seconded by Lorraine to move \$7,000 from the larger TD Bank account to the smaller account to be on hand for expenses. The motion was unanimously approved.
- Picnic table – Nancy will look at options for the purchase of a new outdoor picnic table.
- Anselma Mill. Nancy reported that Anselma is charging admission to enter the Mill buildings. CSL does not charge admission for any regular events, the only exceptions are the infrequent fundraisers which are clearly noted as such. CSL has been marketing these Anselma Mill days and our participation at the events without noting cost. The Board decided to have Nancy contact Anselma about not partnering with them because the library doesn't want to position itself as part of something that charges admission and is therefore exclusive.

- Fundraising. Carnival on June 3. Kim will check with grocery stores for donated gift cards for cold food such as dixie cups or freeze pops. Nancy needs volunteers to help with the games. Nancy will order the prizes. The Board discussed charging \$5 for 10 tickets to participate in 10 games.
- Kimberton Whole Foods. CSL received \$4,752 from the March Round Up at the Register at Kimberton Whole Foods.
- Survey Results. Responses from the library survey showed that patrons like the programs at CLS and the customer service.
- Policy Update. Nancy will review the policy for unattended children in the library. Drew reviewed and updated the personnel policy. We will vote on that policy at the May meeting. The Board agreed to make a final review of the Bylaws, and to replace the CSL Internet Use policy with the existing CCLS Internet Use policy. Peter will update the portion of the Room Use policy that provides for use of a projector.
- HYS Maintenance Discussion. Stef discussed reaching out to Tim Compton at HYS regarding cleaning, power washing and painting of the building. Nancy stated that the fire extinguishers need to be inspected.
- Legislative Breakfast on April 21. The Board discussed speaking to legislators about the need to keep public library funding stable, expressing gratitude to the legislators for the funding and explaining the use of the funds.

5. Director's Report

- Nancy and Susie attended the Vega Promote training on April 18. CSL hopes the Vega program replaces the Constant Contact newsletter.
- CSL will hold a used book sale and art activity during the Art Around the Village event on May 14.
- Nancy attended the April 3 West Pikeland Township meeting, the April 6 West Pikeland Parks and Recreation Committee Meeting and the April 11 CCL System Advisory Council meeting.
- Social Media. CSL had 1.7K Facebook followers and 520 Instagram followers in March.
- Circulation of physical materials increased 13.5% from February

2023 to March 2023. Circulation of E-materials increased 12.0% from February 2023 to March 2023. Total circulation increased 12.8% from February 2023 to March 2023. Year-to-date total circulation increased 16.9%.

6. Adjournment

- The meeting was adjourned at 7:04 pm. The next meeting is May 16, 2023 at 6:00 pm.

Respectfully submitted,

Lorraine Capra
April 22, 2023