

## Chester Springs Library

### Board of Trustees Meeting Minutes

March 15, 2022

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

#### **Minutes:**

1. Call to Order
  - The meeting was called to order by Stef at 6:05 pm.
2. Approval of Minutes
  - A motion was made by Sarah to approve the minutes. Peter seconded the motion and the minutes were approved unanimously.
3. Treasurer's Report
  - The YTD net income reported in February was \$15,562.49. Peter reported that CSL has cash on hand to cover unforeseen expenses, although the liabilities will vary from month to month.
4. Board Items
  - Strategic Plan. Stef suggested giving the library staff an opportunity to review the Strategic Plan before the Board votes on it. The comments from Board members have been incorporated into the latest version of the plan. The Board discussed informing home school groups that CSL has Robotics equipment. Nancy noted that home school groups use the library for activities such as parties for Valentine's Day and St. Patrick's Day.
  - Art Around the Village on May 8. Stef reported that HYS will give CSL space on the field for a display table. The Board discussed engaging people with library trivia or handing out something to turn in at the library for a chance to win a prize. Sarah suggested we offer a Mother's Day gift/token for people who visit the library that day, and suggested we display balloons outside the building to show that the library is open. Kim volunteered to make ornaments to coincide with the HYS theme of oceans of possibilities. Stef suggested the CSL table should have a sign asking local artists and hobbyists to display their work in the library.

- The Board discussed offering a library educational talk on use of the kiln at HYS. The library could partner with HYS on this event.
- National Library Week is April 3 to 9. The West Pikeland Township Board of Supervisors will issue a proclamation on March 21. The Board members were encouraged to attend the meeting.
- The Legislative Breakfast is April 29 from 7:30 to 9:00 am at Chester County library. Stef will attend and encouraged Board members to attend to advocate for the library. It is a good opportunity to inform legislators of CSL's programs and activities.
- Stef reported that she is waiting to hear from Karen at HYS about the upgrade to the kitchen / storage area.
- Friends Group next steps. Kim has a friend who has expressed interest in joining the Friends Group. Stef and Kim will send an email to prospective group members about coordinating a leadership role. The Board discussed using the Friends Group to oversee library volunteers.

#### 5. Director's Report

- Nancy reported that HYS began installing new lights in the parking lot. Mulch will be delivered on April 7. We need volunteers to spread the mulch. A community service volunteer installed carpet squares in the adult fiction room. Hayley Propane will clean and service the underground tanks. The HVAV will be serviced on May 4 by Hayley Home Comfort.
- 21<sup>st</sup> Century Cyber Charter School will have a program for 10 students on April 7 in the Community Room.
- Performers have been hired for the Summer Reading Camp. The cost will be shared with the West Pikeland Parks and Recreation Committee. Nancy renewed the two passes for Elmwood Park Zoo. CLS is partnering with the West Pikeland Environmental Advocacy Council on Earth Day for a community book discussion on transforming the environment one backyard at a time.
- Nancy is organizing the Yoga in the Park series for the township this May. Drew Kirschmann will host a Zoom program on psychology behind money habits on April 4 at 7:00 pm.
- Next month the Board will discuss the results of the customer service survey.

- Nancy attended the March 3 Parks and Recreation Committee meeting, the March 7 Township Board of Supervisors meeting, and the March 8 District Libraries Meeting and System Advisory Council meeting. Nancy is now a member of the e-materials committee with CCLS.
- Stats. Circulation of physical materials increased 28.7% from January 2022 to February 2022. Total circulation, including e-materials, decreased 38.4% from January 2022 to February 2022. The YTD door count increased 61.4%.

6. Adjournment

- The meeting was adjourned at 7:10 pm. The next meeting will be April 19, 2022 at 6:00 pm.

Respectfully submitted,  
Lorraine Capra  
March 15, 2022