

Chester Springs Library
Board of Trustees Meeting Minutes
January 15, 2019

Present: Board Members, Melissa Geoghegan, Wendy DiCicco, James Dale, Kate Lamb, Cesar Madarang; and Library Director, Nancy Niggel.

Absent: Allie Kring, Sarah Thompson.

Minutes:

1. Call to order
 - The meeting was called to order by Melissa at 6:04 pm.
2. Approval of the minutes from December 11, 2018
 - A motion was made by Cesar to approve the minutes as submitted. Wendy seconded the motion, and the minutes were approved unanimously.
3. Treasurer's Report
 - We have received a donation of stock in Amgen, with an approximate value of \$1000. We will sell the stock and place the funds in the Wellington Account with Vanguard.
 - We need to provide an "Organizational Resolution" to Vanguard, to allow Melissa & Nancy Niggel to have access to the accounts. Kate will forward copies of the minutes from April & September 2018 to Cesar, in support of the "change of officers".
 - The Endowment stands at \$252,263.20.
 - It was proposed by Kate and seconded by Wendy to transfer \$20,000 to the Endowment. The motion was passed unanimously.
4. Old Business
 - James will obtain a quote to repair the guttering and pass it onto HYS.
 - The 3D printer has not been sold. We will place it on Craig's List.
5. New Business
 - The addition of cameras at the entrance and the desk was discussed. Nancy doesn't feel that this is a necessary expense at the moment. We may revisit the question again.

- Ariel Whaley will begin January 16, 2019, as the Children's Programming Assistant and circulation clerk. Zachary Tier has accepted the position as Digital & Social Media Assistant. He is completing the necessary background checks.
- A Policy on the Conduct of Patrons was discussed.
- Melissa & Kate will obtain a quote to replace the carpet in the Community Room with laminate, this will be easier to clean.

6. Director's Report

- Circulation of hard copy material is down; however electronic content has offset this and the Library's circulation is up 0.2% year on year.
- Joe Sherwood, Executive Director of CCLS, will attend the June Board Meeting.
- County Aid, \$15,956.58 has been received. State Aid is expected by January 17, 2019.
- The views on Facebook have increased, however, Twitter has been less successful. Zachary will begin an Instagram account, and we believe that will have a better reach to patrons.
- The Robotics Drop in Program held January 12 was very successful. The door count was at 100 for the day. Two groups have asked to hold Robotic events/meetings at the Library, these will be pursued.
- Nancy has identified a number of grants to assist with funding. It is anticipated that we will use the funds for bird feeders, (to support the Bluebird Program), the seed bank and museum passes. We may also consider using the funds to replace the computer in the children's room, to purchase "Go Tablets" and expand literacy programs.
- The Library will participate in an "Open House" program for staff/board members from other CCLS libraries. Dates haven't been confirmed, however, the CSL event will probably be held in the Spring.

7. Adjournment

- The meeting was adjourned at 7:45 pm. The next meetings will take place 6pm, Tuesday, February 19, 2019, at CSL.

Respectfully submitted

Kate Lamb

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