

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

Date: July 22, 2019

The Meeting of the Board of Trustees was called to order at 7:06.

PRESENT: Brian Mays, Joe Milano, Jeff Schaffer, Tom Tyler, Emily Cooper, Nancy Hammeke Marshall, and Ellen Baxter, president of the Friends of the Library. Toby True and Lauren Greaves excused.

PRESENTATION: N/A

MINUTES:

A motion to approve the minutes of June 24, 2019 was made by Jeff Schaffer, seconded by Emily Cooper. Motion passed.

TREASURER'S REPORT:

- Dimitra Seiler, the library's fiscal manager, presented the treasurer's report information, including an updated account list and signatory authorization form, the 2019 budget adjustments, the June 2019 Treasurer's Report, and the proposed 2020 budget.
- The 2019 budget proposed changes reflected changes in revenues from fines, meeting room revenue, fax and copier fees, rental books, and interest; and expenses in gas, electric, maintenance, supplies, printed forms, miscellaneous operating expenses, and bank charges and fees.
- A motion to accept the 2019 Budget - Proposed Changes as presented was made by Tom Tyler, seconded by Brian Mays. Motion passed.
- The June 2019 Treasurer's Report was accepted and will be filed for audit.
- A motion to accept the 2020 Proposed Budget as presented was made by Emily Cooper, seconded by Joe Milano. Motion passed.

DIRECTOR'S REPORT:

- Burton Klein, volunteer of 25 years and great friend to the Library, retired after his final lecture last month. He will be greatly missed. The Library would like to pass on our grateful thanks to him for years of support and laughs.
- The Executive Director is conducting interviews for a new Head of Technical Services to replace Heather Willever-Farr.
- Budget narratives for the 2020 budget will be submitted to the Township in August.
- Launched Kanopy, an on-demand streaming video service that adds over 30,000 films from hundreds of popular producers as well as thousands of independent filmmakers. Abington cardholders can enjoy these electronic services in the library, at home, or on the road.
- Installed "Tough Topics" posters that guide guests to information on topics about which a guest may be reluctant to ask a librarian (e.g. addiction, bullying, miscarriage, etc.).
- Senator Haywood will attend Science Time on July 23 at Roslyn Branch.

ADULT LITERACY:

- Developing a digital registration tool for collecting and maintaining student records for adult literacy programs.
- The annual Literacy Picnic will be held on July 30 at Alverthorpe from 11:00-2:00.

COMMITTEE REPORTS:

- A. Friends – collecting items for the silent jewelry auction in November. On Saturday, September 7, the Friends and other ticket holders will take a bus trip to see "Costuming the Crown." The Fall Sidewalk Sale will be held on October 5.
- B. Development/Long-Range Planning – N/A
- C. Finance/Investment – N/A
- D. Executive – N/A
- E. Personnel – A motion to accept the "Board Meetings" section to the Policy Manual was made by Brian Mays, seconded by Tom Tyler. Motion passed.
- F. Facilities – Joe Milano was appointed as chair of the Facilities Committee.

OLD BUSINESS:

- N/A

NEW BUSINESS:

- Received a letter from Center City Healthcare, Hahnemann University Hospital to be reviewed by the board.
- Discussed the possibility of having a board member listed as an emergency contact.

CORRESPONDENCE: Reviewed and discussed.

EXECUTIVE SESSION: Met and discussed.

ADJOURNMENT:

The meeting was adjourned at 9:12.

Our next meeting is Monday, September 23.

Respectfully submitted,

Brian Mays
Vice-President