

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

July 25, 2016

The Meeting of the Board of Trustees was called to order at 7PM by Teresa Scroggins

PRESENT: Barbara A. Jacobs, Brian Mays, Elaine Shay, Teresa Scroggins, Garrett Page, Theresa Deckebach Nancy Hammeke Marshall, Tom Tyler, Ellen Baxter, President of the Friends of the Library.

PRESENTATION: N/A

MINUTES:

A motion to approve the minutes of June 27, 2016 was made by Elaine Shay, seconded by Brian Mays. Motion passed.

TREASURER'S REPORT:

Budget adjustments were reviewed.

Teresa makes a motion to accept proposed changes as provided in the packet; Elaine Shays seconded; motion passed.

Treasurer's Report will be filed for audit.

2017 proposed budget; almost identical to the 2016 adjusted budget. Only changes that might be forthcoming might be in salaries. Those are unknown until June, 2017 and then adjustments can be made.

Barbara Jacobs moved to accept 2017 budget as presented; second by Elaine Shay. Motion passed.

DIRECTOR'S REPORT: Reviewed and discussed.

- Water mitigation project; \$50,000 line item; new pipe being installed that will runs from the library to the church
- New vending machines were installed on Friday; adjustments are being made. New neon sign ("Vending") is being added this week.
- Thanks to participants at WHY Y fund drive & 4th of July Parade. The librarians were a big hit! 55,000 attendees at the parade!
- Hosted business card exchange for Chamber of Commerce
- Table at Abington Night Out (August 1)
- Brian is a new librarian on staff; very good addition to staff
- Adult Reading Program includes challenges; join and participate online
- Capital budget is due in September; air conditioning is a concern because the Freon is no longer produced in 2017
- The new Friends Digital Sign should be functioning by next week

ADULT LITERACY: Reviewed and discussed.

- Marcia Jacoby is retiring; the part time position (with grant writing and data entry) is now being advertised
- Discussion of grant writing meeting

COMMITTEE REPORTS:

A. **Friends –**

- Appeal letter went out; 43 donations in already
- Fall Sidewalk Sale (books, plants) is on September 24 (9:30-3:30)
- Jewelry auction is in November

B. **Development –**

- Meeting with Penn State is forthcoming to discuss the new dorms and students' use of library
- Incoming chancellor, Damian Fernandez, is willing to have a conversation

C. **Finance/Investment -**

- Analysis of fund investments have been completed; the most recent years have been markedly lower, including losses in the past few months
- Financial advisor is interested in coming and speaking to the Board; Tom spoke to him in April
- Please share possible new advisor names with Teresa Scroggins

D: **Executive - None**

- E Personnel – None
- F. Long Range Planning – None

OLD BUSINESS:

- Thanks to Brian for the invitation layout; can be postcard sized
- Invitations: all names have been collected by Nancy; we will have to make decisions based on contributions to the library; it is in the 700s. Narrow it down to donors of past 3 and 5 years.
- Invite should be sent out 3 weeks prior on October 17; RSVP on October 24
- PPH are the caterers

NEW BUSINESS:

September 11; Gilbert & Sullivan; Tom Tyler will be part of the performance at 2PM

CORRESPONDENCE : Reviewed and discussed.

EXECUTIVE SESSION:

ADJOURNMENT:

The meeting was adjourned at 8:45 p.m.
Our next meeting is September 26, 2016

Respectfully submitted,

Theresa A Deckebach, Secretary