

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

Date: September 26, 2016

The Meeting of the Board of Trustees was called to order at 7:04

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 July 25, 2016 was made by Teresa Scroggins, seconded by Elaine Shay. Motion passed.

TREASURER'S REPORT:

- July & August reports reviewed
- Part time salaries will need strict oversight in next calendar year
- Discussion of 2017 Capital Improvement Budget: Library air conditioning replacement request - unit is old and coolant is no longer being produced in the near future; front double door replacement was also requested for 2017 capital improvements. Lighting for parking lot was bundled with the township's job for light replacement at the township building. Security cameras – request is proposed to double the amount of interior and exterior cameras. Hoping for 100% coverage.
- Note: Water mitigation project that was projected to cost \$50,000 only cost \$4,000
- Reports were reviewed and will be filed for audit.

DIRECTOR'S REPORT: Reviewed and discussed.

- Celia Frankford retiring as Roslyn Head Librarian
- Program on Sunday, October 9 – Saga of a Wintering Bird; tagged hummingbird stayed in Huntingdon Valley; 2PM
- 1400 children signed up for summer reading club!
- Carbonite on all staff computers
- Preschool teachers marketed the logs to parents!
- Adult summer reading club; first year and great success
- November mtg; tech services will come and present
- Custodian took apart the K'Nex aquarium, washed and rebuilt it
- Reviewed laptop and iPad usage graph; very popular
- Hotspots (from TMobile) arriving next week that can be checked out for 3 weeks; can be deactivated when it is overdue.

ADULT LITERACY: Reviewed and discussed.

- Letter – create a letter that Nancy can sign that attests that “other programs” refers to the Adult Literacy Program
- Ask auditors to create a PDF of the audited financials document (Theresa will send Nancy an email to remind)

COMMITTEE REPORTS:

- A. **Friends** – set a record at fall sale; \$2200 made! Lemonade stand made over \$80. Scarecrow contest is coming this month and jewelry auction. Please donate pieces if you have them.
- B. **Development** – appeal letter; due first week of November from Tom
- C. **Finance/Investment** -
 - GE Bond needs to be redeemed on 10/20/16; advised by financial advisor to replace with another corporate bond; he will recommend. Teresa will get a recommendation and then get an e-vote.
 - Advice about investment
 - Teresa Scroggins reviewed all of the Raymond James financials over the summer; investments are not making expected gains; reports have been consistently inconsistent
 - Names of other financial advisors have been shared with Teresa
- D: **Executive** - N/A
- E **Personnel** – meeting Monday, October 3 @ 5:30 in staff lounge.

F. Long Range Planning – N/A

OLD BUSINESS:

- \$500 donation to Liz Cristian's foundation
- Nancy and Tom met with Damian Fernandez and Chuck Marsh regarding new **Penn State Abington dorms** being built across the street. They discussed concerns about the August, 2017 opening of the dorms. Study areas, quiet areas, wifi and regular shuttle to main campus are part of the plan. The PSA team are trying to incentivize the students to stay on campus grounds. Shuttle will loop every 20 minutes around PS Abington sites. On another date, they also met with dean of student affairs and head of library. They provided more details about why students would most likely not utilize the Abington Free Library. Campus population has gone from 1400 to 2500. There is already a campus just north of the Giant in Willow Grove. The new dorm will add 400 more students.
- Library should be at 50,000 square feet based on current usage and it's 24,000 square feet. We will begin to discuss this plan in January, 2018.

NEW BUSINESS:

- Tom, Garrett, and Nancy will be attending the NAACP event where the Abington Free Library is being honored on October 16 at 3:30.

CORRESPONDENCE : Reviewed and discussed.

EXECUTIVE SESSION: N/A

ADJOURNMENT:

The meeting was adjourned at 8:30 pm.
Our next meeting is. October 24, 2017

Respectfully submitted,

Theresa A Deckebach, Secretary