

Malvern Public Library (MPL)
Board of Trustees Meeting Minutes
December 15, 2021

In attendance via ZOOM: **Russell Robinson (Treasurer, Malvern Borough Appointee), Elizabeth Jekot (Willistown Township Appointee), Vicki Damiani (Secretary, East Whiteland Township Appointee), Maggie Stanton (MPL Director), Rebecca Dinucci (East Goshen Township Appointee), Andrea Cardamone (President, Malvern Borough Appointee), Kathy Kavanaugh (East Goshen Township Appointee), Barbara Ann Thav (East Whiteland Township Appointee), Wendy Waltman (Malvern Borough At-Large Member)**

Other Attendees: Emily Quillen (MPL Staff Member), Carol Guest (potential member, Willistown Township)

Call to Order: Andrea Cardamone called the meeting to order at 7:02 PM

NOTE: The board has adopted a consent agenda procedure. As part of that format, documents and reports relevant to board meetings are made available to the board for review in advance of meetings, limiting the need for information contained therein to be repeated at the meeting. Meeting minutes include only information discussed during the meeting with relevant reference to board packet documents as necessary. All board packet documents are available in records, along with meeting minutes.

November meeting minutes approved.

Discussion regarding Consent Agenda:

Director's Report See packet. Director noted that November circulation this year surpassed 2020 AND 2019

President's Report No report

Treasurer's Report See packet.

Secretary's Report No report.

Friends' Report See packet. A correction was made in the end-of-the year thank you email sent to Friends. In announcing the departure of, and thanks to, Board members leaving the Board, Gretchen Sorce was listed as representing East Goshen. Gretchen represented Willistown. The correction was made on the report prior to its becoming part of the packet. A correction will also be sent to the Friends group.

Document Review Committee Report See packet

Old Business

Board Officer Elections

Prior to the election, there was a brief discussion regarding the role of the vice-president, specifically whether it should be expanded or coupled with the role of president. At this time, the vice-president has few responsibilities other than running a meeting in the president's absence. Changing the description of this role could require a change in by-laws and officer descriptions, both of which would be more than we want to undertake prior to this election. Also, combining the roles of president and vice-president could deprive us of having two people at the president level who are aware of Board and MPL issues. That could be problematic. This topic can be revisited when the Document Review Committee presents their updated drafts of relevant documents.

Nominations were made and seconded for:

Russ Robinson (President)

Rebecca Dinucci (Vice-President)

Kathy Kavanaugh (Treasurer)

Vicki Damiani (Secretary)

All were elected by unanimous vote.

Thanks offered to Elizabeth Jekot and Gretchen Sorce for all of the contributions they have made to MPL over several years, and to Andrea Cardamone for her presidential leadership.

Russ Robinson presided over the meeting starting at this point.

New Business

Calendar

Discussion of the calendar proposed by the Director regarding days the library will be open or closed in 2022 (see packet). Issues addressed were whether some holidays should be added, the potential impact on our community of closing on days children are home, and what experience says about how much MPL is used on days children are not in school. Part time workers do not get paid if their work day falls on a holiday. But, they may work extra time to make up for the loss, if they wish. Closing time for December 31, 2022 was changed from the proposed 5 PM to noon. MLK Day will be identified as a floater day for full time staff. For this year, the December 31st closing time will stay as has been previously agreed to. Calendar approved with the above changes.

Board Meeting Dates

(See packet) December 14th was chosen as the last date for 2022 Board meetings.

Board Meeting Dates approved

Prospective New Board Members

Board guest, Carol Guest (Willistown), introduced herself, as did members of the Board.

Malvern Borough has been informed that the Board now has an opening for a voting member with the departure of Andrea Cadamone. Wendy Waltman, currently an at-large member, will fill that slot if approved. The process is now with the Borough. We had hoped to have another potential Willistown member attend this meeting, but she did not attend. The secretary will check to see if she is still interested in being a Board member.

Russ informed the Board of a meeting with Steve Brown, assistant township manager for East Whiteland, regarding the township's distribution of grant money they have received. The meeting, also attended by Maggie and Vicki, went very well. Big thanks to Barbara Ann Thav for initiating the contact with East Whiteland. Maggie made an excellent presentation. Kudos to East Whiteland for the considered process they are using to distribute the funds they have been given. East Whiteland is soon to have a new supervisor. MPL Board should consider inviting him to a board meeting.

Other

Russ reported that the Borough is moving ahead with our lease.

Maggie reported that we can now begin indoor programming,

We will need new signatories for our finances. Kathy will be primary with Russ secondary. Russ will inform the relevant institutions.

With regard to making additional investments as proposed in our investment plan, Russ discussed options with Rich DeRafelo, financial analyst, who has advised us on an informal basis in the past. He suggested that we not move funds that we expect to need soon. But, we should reconsider our investments given the current inflation. We will discuss that early in the new year.

Adjourned 8:02 PM

Executive session followed.

Victoria B. Damiani
Secretary