

Malvern Public Library (MPL)
Board of Trustees Meeting Minutes
May 25, 2022

In attendance by Zoom: Russell Robinson (President, Malvern Borough Appointee), Rebecca Dinucci (Vice-President, East Goshen Township Appointee), Kathy Kavanaugh (Treasurer, East Goshen Township Appointee), Vicki Damiani (Secretary, East Whiteland Township Appointee) Carol Guest (Willistown Township Appointee), Tara Badstubner (Willistown Township Appointee), Megan Dehmelt (MPL Children's Librarian), Maggie Stanton (MPL Director), Lindsey McQuiston (MPL Staff Member), Emily Quillen (MPL Staff Member)

Absent: Barbara Ann Thav (East Whiteland Township Appointee)

Call to Order: Russ Robinson called the meeting to order at 8:38 PM

As follow-up to the executive session that took place right before this meeting, a vote was taken regarding the agreement for website development. Motion was made and seconded to approve an agreement with w3Nerds. No additional discussion. Motion approved by unanimous vote of all Board members.

Motion made and seconded to approve April Board meeting minutes. Unanimously approved.

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.

Motion made and seconded to approve consent agenda. Unanimously approved.

Director's Report See packet.

President's Report See packet.

Treasurer's Report See packet The Treasurer notes that there has been a loss of \$17,000 in our investments to date. That is less than the general loss in investment nationally. The President added that we are still cash flow positive.

Secretary's Report No report.

Friends Report See packet.

Document Review Committee Report No report.

Building Improvement Committee See packet

Fund Raising Committee See packet

Programming Committee See packet

Communications/Marketing Addressed at Executive Session and beginning of this meeting.

Old Business

Guidelines for Standing Committee Operations See packet. Motion made and seconded to approved guidelines. Unanimously approved.

Based on a state sponsored training he and the Secretary had attended the President initiated a discussion of the need to develop a Governance Committee. Perhaps the Document Review Committee could become a subgroup of the Governance Committee. Vicki has agreed to do a review of where MPL Board currently stands with regard to functions of a Governance Committee as outlined in the training.

The President also reported on the planning meeting with Trina Walker. Trina will be leading our Board training on June 11th. The planning meeting was attended by Maggie Stanton, Russ Robinson, and Rebecca Dinucci.

Committee Purchase Procedure See packet. Motion made and seconded to approve the Committee Purchase Procedure. Unanimously approved.

New Business

No new business

General Discussion and Information

The Director noted that a board in-service will be offered by the county on June 8th. Board members should let her know they would like to attend.

Update on the May book sale

We made just over \$1100

Some new ideas have been generated to improve the sale including purchase of a tent, marking books so we will know which ones don't sell, having smaller sales, and a presence at the Farmers' Market.

Friends would like to have more things to do.

Vicki has contact information for making arrangements at the Farmers' Market and will send it to Maggie.

Wendy knows of a vendor who might be appropriate for the purchase of a tent. She will forward the information to Maggie.

Staff will inform the Board of their preferences for a tent

Action Items

Vicki will undertake a review to determine what best practices for a Governance Committee should be and where MPL stands in relation to those practices.

Wendy will get information about a potential tent vendor to Maggie.

Vicki will send Maggie contact information for arranging a MPL presence at the Farmer's Market

Staff will explore options for a tent purchase.

Board members will let Maggie know if they would like to attend the June 8th training.

Adjourned 8:56 PM

Victoria B. Damiani

Secretary