

Malvern Public Library
Board of Trustees Meeting Minutes
Date: 05-28-2025

-ATTENDANCE-

Bill Holmes, President, East Whiteland Township
Shannon Doran, Vice-Pres, East Goshen Township
Helise Bichefsky, DO, Secretary, Malvern Borough
Kent Kingan, Treasurer, East Whiteland
Ann DiMedio, Willistown Township
Kaitlyn O'Donnell, East Goshen Township
Justine Fafara, MPL Director
Megan Dehmelt- Member-at-Large

VIRTUAL:

Emily Quillen, MPL Children's Librarian
Ryan Downey- Willistown Township

ABSENT:

Christine Hafer, Malvern Borough

GUESTS:

Joe Sherwood- Exec Director CCLS
Jen Langlois- Applicant for Co-Chair Friends Committee

-MEETING CALL TO ORDER- 7:03 PM

-MEETING MINUTES- April: 1st Shannon, 2nd Ann, Motion unanimously approved

-CONSENT AGENDA- Director's Report

1st Helise, 2nd Shannon, Motion unanimously approved

-TREASURER'S REPORT- Kent

None

-PUBLIC COMMENT-

None

-GUEST SPEAKER-

Joe Sherwood discussed the federal cuts and the impact that they will have on libraries in PA and in Chester County specifically. One of the losses potentially will be access to databases. Overall, though, he does not see a big impact throughout the CCLS services, though that will need to be further reassessed as the state and local funds are potentially needed to cover for the federal funds that will be taken away. The state's money is more at risk as funds are reallocated. How are municipalities affected? TBD. Need to prioritize the needs of the library and what financial cuts could be tolerated. Need to be mindful- as always- of private donations.

Joe also discussed changes in leadership throughout the CCLS- Retiring are John Dunkel from Oxford and Faith Dopirak from Parkesburg.

-OLD BUSINESS-

1-APPOINTMENT OF FRIENDS OF THE LIBRARY Co-PRESIDENT- Bill

Jen Langlois was interviewed for the position of Co-President of the Friends Committee.

1st Kent, 2nd Kaitlyn, Motion unanimously approved

1- STRATEGIC PLAN/CONSULTANT- Bill

Meeting is scheduled for 30May for further discussions with the strategic team

2- DEDICATED LIBRARY CELL PHONE- Justine

Phone has arrived and is in working order. Justine will continue to utilize her existing cell number. The new library cell number is 610 507 1815

3- PEOPLES LIGHT AND THEATER ADVERTISING- Justine

Consideration for advertising in the Playbill reevaluated by Justine with further meetings to adjust the cost and bonus advertising. The total cost for advertising will be \$1300 for MPL. Includes ½ page color ad for all shows in the 2025-2026 season, TV slide show display for 2 of the plays. Further discussion will ensue with PLT to see if we can create joint programs to further promote each of our entities.

4- CCLS BOARD MEETING- Justine

Will be held at MBPL on 06-17-2025 – about 10 attendees. Kaitlyn will attend. Classic Diner to provide snacks

5- MEMORIAL DAY PARADE- Helise/Christine

Parade is 1June at 1:30 We will have 15 +/- persons walking/riding representing the library. Danielle volunteered a classic Mustang to lead us. Emily/Justine to provide banners, flags, crepe paper for decorating. Bookmarks and candy to be handed out.

6- GAMING LICENSE- Bill

Working toward licensing. Need information from each board member-

Name/DOB/Email/Phone#/Home address. Need to update once yearly with the commission.

-AD HOC COMMITTEE UPDATES-

1- FUNDRAISING- Bill

Locust Lane Brewery Fundraiser- **Pints with a Purpose** 9July 5-8pm. We guest-bartend, all tips then go toward the library- fundraiser. Volunteer “bartender”- Bill, Kent, Megan, Helise, Ann. Possibly have persons of recognition from each township to bartend and have a friendly competition. Emily- 3D print Tip jar Hold a 50/50 and a raffle at the same time. T-shirts will be printed with sponsorships. Board members should recruit sponsors.

New- **SNAP Pizza** in Exton 14Aug 4-8pm MPL gets 30% of all sales

2- FRIENDS COMMITTEE- Helise/Christine/Megan

Kathy DeMarco and Jen Langlois will Co-President the committee. Will leave it up to them to create an administrative group within the committee. Meeting with Friends Committee, Justine and both new Presidents early next month to "transfer power" List of Friends has been finalized and sent to the co-Presidents.

3- OUTREACH COMMITTEE- Ann/Katlyn

Nothing to report

4- POLICY COMMITTEE- Ryan/Emily/Justine

Policies being reviewed

5- STAFF MORALE- Ann/Shannon/Kent

Shannon informally surveyed the staff. Great interest in holiday get togethers, Late Aug get together, Pot luck dinner, thank you luncheon.

-NEW BUSINESS-

1-BOARD MEMBER AGREEMENT and CONFLICT OF INTEREST- Bill/Justine

Forms to be signed yearly by board members

2-PAGES IN THE PARK- Justine

Summer Program. 4 consecutive weeks- each event to be held in one of the 4 municipalities. Food Trucks will be in attendance.

3- MUNICIPALITIES TOUR- TOWNSHIP SUPERVISORS MEETINGS- Justine

Will attend each of the 4 township supervisor meetings early summer to update them on the happenings within the library. Will have a board trustee in attendance also.

4- GOWilMa- Helise

Concern that the trailways in Randolph Woods and Burke Park have not been created- Public Works has not been involved this year. Justine to track down a copy of the unpublished booklet to review the borough input.

5- SEED LIBRARY- Helise

Need to speak to Nancy Nagle- she has done this within her library. Justine to initiate the call. Prob to late this year.

-ACTION ITEMS-

-Pics/heads shots- Megan

-Purchase/further investigate gaming license- Bill

-Submit contact info regarding the Gaming license- Bill

- Public signage- Helise

- Finalize advertisement through PLT- Justine

- Sponsors for T-shirts for PINTS- Bill

-3D print Tip jars- Emily

-Members not in attendance need to sign the Conflict of Interest forms- Bill

- Review GOWilMa involvement- Justine/Helise

-MEETING ADJOURNED- 8:32

1st Kaitlyn, 2nd Kent, Motion unanimously approved.