

Malvern Public Library
Board of Trustees July Meeting Minutes
Date: 07-23-2025
Library Cell # 610 507 1815
Friends email: MPLFriends19@gmail.com

-ATTENDANCE-

Bill Holmes, President, East Whiteland Township
Shannon Doran, Vice-Pres, East Goshen Township
Helise Bichefsky, DO, Secretary, Malvern Borough
Kaitlyn O'Donnell, East Goshen Township
Ann DiMedio, Willistown Township
Christine Hafer, Malvern Borough
Ryan Downey- Willistown Township
Justine Fafara, MPL Director
Emily Quillen, MPL Children's Librarian
Jen Langlois- Friends

-VIRTUAL-

none

-ABSENT-

Kent Kingan, Treasurer, East Whiteland

-GUESTS-

Rosemary DiRita- Philanthropic Advisor

-MEETING CALL TO ORDER- 7:00PM

-MEETING MINUTES- Motion to accept the June 2025 meeting minutes

1st Shannon, 2nd Ryan, Motion unanimously approved

-CONSENT AGENDA- Motion to accept the Consent Agenda

1st Helise, 2nd Ann, Motion unanimously approved

-DIRECTORS REPORT- Justine

Funding Task Force for the Library System- need to explain why the library needs funding. Will submit quotes/comments from patrons.

Had to pay 2023/2024 sales taxes that were not previously paid

Need to get better control over the credit card monthly payments- Justine is working to streamline the process to pay the bill to avoid the current late fees.

-TREASURERS REPORT- Bill for Kent in abstention

Library investments are up by \$2000 for this month Investments are steady at our current budget level. MPL will pay the credit card bill directly and get reimbursed by the county afterwards.

-FRIENDS OF THE LIBRARY REPORT- Jen

Things have been going very well. Friends have held 2 events to date-East Whiteland Community Concert and Malvern Farmers Market. Have scheduled 2 more events in August. Will add a children's craft to the tables. Have added 10 new Friends volunteers to the current roster! Did have some donations that will be used for future raffles. Will be preparing for the book sale.

-PUBLIC COMMENT-

None

-GUEST SPEAKER-

Rosemary DiRita is Ryan's sister-in-law. She is a Philanthropic Advisor in her professional role. She helps non-profits achieve their goals and missions. Employed at Haverford Trust. Rosemary is volunteering to be a resource of information as the library refines and defines its goals and works towards achieving those goals.

-OLD BUSINESS-

1- PINTS WITH A PURPOSE- Bill

Raised \$13000 for MPL. \$11000 from sponsors, \$2000 from the event day
Bought too many T-shirts- will hand out to the board, friends. Will adjust the color and number ordered for next event. Poss hold another event- Octoberfest 2026. Need to better organize the "bartender training" prior to the event.

2- SNAP FUNDRAISER- Justine

Possibly stand outside in the shopping center area to bring in more people for the event

3- STRATEGIC PLAN/CONSULTANT- Bill

Nothing new- move to Sept meeting with updates

4- EAST GOSHEN CONTRIBUTION- Shannon

-AD HOC COMMITTEE UPDATES-

1- FUNDRAISING- Bill

Will organize a events committee to work with the fundraising committee.

2- FRIENDS COMMITTEE- Jen

Previously discussed

3- OUTREACH COMMITTEE- Ann/Kaitlyn

Will be arranging to meet with and get in front of the local schools that would benefit from visiting MPL.

4- POLICY COMMITTEE- Ryan/Emily/Justine

Working on the Children's Supervision policy

5- STAFF MORALE- Shannon/Kent/Ann

Kent doated a small refrigerator to the MPL for the staff. Treats have been brought in for the staff. Staff survey was conducted- did record staff favorite foods, food allergies,

birthdays, work anniversary, etc. Katie -staff member- is working with General Warren Inn for an event on Nov 14 for Happy Hour 5-7. Staff, Board members, +1

-NEW BUSINESS-

1- MEGAN'S RESIGNATION

Megan submitted her resignation as Member-at-Large. Her reason included family responsibilities.

Motion to accept Megan's Resignation

1st Christine, 2nd Kaitlyn, Motion unanimously approved

2- 2026 BUDGET- Justine

Currently running at a deficit. Will be preparing the 2026 budget. Will be asking East Goshen Township to increase its contribution over the next few (5) years. Will work toward a goal of \$5000. Need to budget for a fundraiser each quarter. Need to increase the budget for Adult and Children's books. Need to budget for Museum tickets.

COMPLETED ACTION ITEMS-

n/a

-ACTION ITEMS-

-organize events committee

-MEETING ADJOURNED- 8:25

1st Ryan, 2nd Shannon, Motion unanimously approved.