

Malvern Public Library
Board of Trustees September Meeting Minutes
Date: 09-24-2025

-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
Christine Hafer, Malvern Borough
Justine Fafara, MPL Director
Emily Quillen, MPL Children's Librarian
Kathy DeMarco- Friends (alternates with Jen)

-VIRTUAL-

none

-ABSENT-

Kaitlyn O'Donnell, East Goshen Township
Ryan Downey- Willistown Township
Jen Langlois- Friends (alternates with Kathy)

-GUESTS-

none

-MEETING CALL TO ORDER- 7:05PM

-MEETING MINUTES- Motion to accept the July 2025 meeting minutes (No August Meeting)

1st Shannon, 2nd Ann, Motion unanimously approved

-CONSENT AGENDA- None- issue with IT connectivity

-DIRECTORS REPORT- Justine

Move to Oct meeting due to network/connectivity issues

-TREASURERS REPORT- Kent

Library investments are up by \$25k YTD thru Sept 23rd (\$486k now vs \$461k at beginning of year). Expenses are steady at approx budget level.

-FRIENDS OF THE LIBRARY REPORT- Kathy

Things have been going very well. Book Sale is on the calendar for Oct 3-4. Still need a few volunteers. Received "a ton" of book donations in very good/excellent condition. Will have a raffle basket at the book sale to raffle off.

Working on a Fundraiser at Boscov's Dept Store- a \$5 ticket purchase will get the patron a 25% off coupon. Then entire 5\$ will then go back to the library. To be held on Wed Oct 22 during the entire business day.

Working on the Mission Statement and a statement of goals.

-PUBLIC COMMENT-

None

-OLD BUSINESS-

1- SNAP FUNDRAISER- Justine

Some corporate issues/failures occurred at time of event- all in- \$283 profit

2- SUMMER READING PROGRAM- Justine/Emily

Had a great summer! Presented statistics on summer programs

Would like to bring GOWilMa program back to library- as Parks and Rec did not take steps to organize the trails, etc.

3- STRATEGIC PLAN/CONSULTANT- Bill

Nothing to present

4- EAST GOSHEN CONTRIBUTION- Shannon/Justine

Requested \$50,000 Justine and Emily will go to Q/A meeting at East Goshen in Oct for \$ increase request

5- MUNICIPALITY MEETINGS- Bill

Will create a power point for these meetings/presentations going forward for improved visibility/education, etc.

-AD HOC COMMITTEE UPDATES-

1- FUNDRAISING- Bill

Spoke with PJ Wellihan's regarding organizing a "dine and Donate"- Probably will encompass lunch and dinner. Library will take in 15% of sales of food and liquor. No date has been set.

Potential for an Open House event for Library Donors

Coordinated with Jaimie Schlorff regarding grant writing. Will need to search out available grants. She has expertise in grant writing.

Will work on getting sponsors for the passe that library offers- zoo, museums, parks, etc.

2- FRIENDS COMMITTEE- Kathy/Jen-- Kathy

Previously discussed

3- OUTREACH COMMITTEE- Ann/Kaitlyn-- Ann

A flyer was sent to local school libraries/school department chairs regarding the Book Sale

Potential for a survey to go out regarding what programs are/were interesting, attended, etc.

Get a better feeling from the community what piques their interest. Start with Malvern

Outreach to different communities: Sophia Pennock, Liaison to English as a 2nd Language Community- offer programs that would be of interest; Elder Community- need to brainstorm different ideas for needs/wants.

Plant Funeral- Christine- spoke with Adam from Penn State (Master Gardener) potential event- bring your sick and dead plants in and get info re what happened, prevention, correction.

4- POLICY COMMITTEE- Ryan/Emily/Justine-- none

No presentation

5- STAFF MORALE- Shannon/Kent/Ann-- Shannon

Staff had a pizza party- Pete, owner- Malvern Pizza, donated 2 large pizzas from Corropolles Pizza. Everyone enjoyed it!

-NEW BUSINESS-

1- AT LARGE BOARD MEMBER- Bill

Consideration to bring on an At-Large member discussed There are 2 available positions as per library by-laws

2- NEW BOOKSHELF UNIT – Justine

Need for a new children's library bookshelf discussed- cost \$669

1st Christine, 2nd Helise, Motion unanimously approved

3- LIBRARY SIGNS- Helise

Need to make a formal proposal to the Borough Council for library signs throughout Malvern during this early budget season. Consideration for 5-6 metal road signs and a single sign outside the Borough Hall

4- COUNTY WIDE NETWORK ISSUES- Justine

Impeding work efficiency, presentations at today's meeting. Updated on the progress of restoration of connectivity. Working along with Joe Sherwood and IT

COMPLETED ACTION ITEMS-

n/a

-ACTION ITEMS-

1- proposal to MBC for library signs

2- contact GOWilMa to have MPL do the set up for summer 2026

3- buy bookshelf

-MEETING ADJOURNED- 8:45

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

Library Cell # 610 507 1815

Friends email: MPLFriends19@gmail.com

ADDENDUM:

Current Board Member start date: Terms are 3 years

EAST WHITELAND

Bill Holmes 03/2024

Kent Kingan 01/2025

East Goshen

Shannon Doran 03/2024

Kaitlyn O'Donnell 12/2024

Malvern Borough

Helise Bichefsky 06/2023

Christine Hafer 01/2025

Willistown

Ann DiMedio 10/2023

Ryan Downey 02/2025