

Malvern Public Library
Board of Trustees January Meeting Minutes
Date: 01-28-2026

-ATTENDANCE-

Bill Holmes, President, East Whiteland Township
Shannon Doran, Vice-Pres, East Goshen Township
Kent Kingan, Treasurer, East Whiteland
Christine Hafer, Malvern Borough
Ryan Downey- Willistown Township
Ann DiMedio, Willistown Township
Justine Fafara, MPL Director
Emily Quillen, MPL Children's Librarian
Kaitlyn O'Donnell, At-Large
Friends (alternating Jen Langlois / Kathy Demarco)

-VIRTUAL-

none

-ABSENT-

Helise Bichefsky, DO, Secretary, Malvern Borough
Friends (alternating Jen Langlois / Kathy Demarco)

-GUESTS-

none

-MEETING CALLED TO ORDER- 7:04PM

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

1st Shannon, 2nd Ann, Motion unanimously approved

-ELECTION OF OFFICERS

Vice President: Shannon Doran, Treasurer: Kent Kingan, Sec'y: Helise Bichefsky

1st Ryan, 2nd Ann, Motion unanimously approved

At-Large Member: Kaitlyn O'Donnell

1st Christine, 2nd Shannon, Motion unanimously approved

-CONSENT AGENDA-

-DIRECTORS REPORT- Justine

Heat and A/C concerns exist in the back room- working with the borough to resolve
Justine has now got control over the website banner regarding changing hours/closures/etc.
Marchwood Tavern donated \$315 to the library

The website will soon be advertising donations with a employer match

1st Ryan, 2nd Shannon, Motion unanimously approved

-TREASURERS REPORT- Kent

Library revenue matches expenses, investments continue a steady growth

1st Ryan, 2nd Shannon, Motion unanimously approved

-FRIENDS OF THE LIBRARY REPORT- Bill

Focus on upcoming Book Sale

-PUBLIC COMMENT-

None

-OLD BUSINESS-

1- Resolution- County proposed a 3 year protection of privacy of information in the case of a leak of private information. Justine will be speaking with the library staff regarding their input and thoughts

2- T/E and Kennett are not compliant with membership agreement. The committee will be meeting with them to discuss the issue

3- East Goshen Trustee -Shannon and Kent will help with the interview process

-AD HOC COMMITTEE UPDATES-

1- FUNDRAISING- Bill

PJ Wellihan's "Dine and Donate" was a success- well attended with approx. 70 people. We were able to raise \$396

Pints for a Purpose- date: 09/30/2026 Need to reach out to sponsors in advance. Event name may need to be changed or permission granted from the Exton Chamber of Commerce

2- OUTREACH COMMITTEE- Ann/Kaitlyn

Christine and Justine met with Adam Bramucci from the Chester County Master Gardener Program about joint workshops and events. Possibly 1/month

Christine and Kaitlyn to work with Chester County OIC about literacy programs for the library

3- POLICY COMMITTEE- Ryan/Emily/Justin- Ryan

Ryan wrote a room naming policy/contract that a dedicated name for a room within the library from a donor will remain for 5 years' time (time to start on the date of the dedication ceremony)

1st Christine, 2nd Kent, Motion unanimously approved

4- STAFF MORALE- Shannon/Kent/Ann-- Justine

The library has been receiving notes from patrons acknowledging the dedicated and kind staff.

5- INVESTMENT COMMITTEE- Bill

Opened discussion regarding investing more library funds with Trainor Investments

-NEW BUSINESS-

1- Consolidate National Bank of Malvern accounts (3 accounts currently- will consolidate to a single 1)

1st Ryan, 2nd Ann, Motion unanimously approved

2- Volunteers needed for 2 upcoming events: Cabin Fever 2/21 through the borough, and Kimberton Whole Foods Donation Month table (date ?)

3- Preservation of the Library Charter

Bill wrote an article for the Malvernian newspaper about libraries and their importance

Bill reached out to a historical document preservation agency in Philadelphia regarding the preservation of the Malvern Library's original charter document.

-ACTION ITEMS-

- proposal to MBC for library signs

- credit card- why using SSN instead of only the TIN

- policy re board terms

- bequeathment policy

- location/date for strategic meeting

- interview for new member

-MEETING ADJOURNED- 8:12 Proposed Date of Next Meeting: 02/25/2026

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

LIBRARY CELL PHONE # 610 507 1815

FRIENDS OF THE LIBRARY EMAIL: MPLFriends19@gmail.com

CURRENT BOARD MEMBER TERMS: Initiation dates w/ 3-year term & 1 re-election option

EAST WHITELAND

Bill Holmes 03/2024

Kent Kingan 01/2025

EAST GOSHEN

Shannon Doran 03/2024

Kaitlyn O'Donnell 12/2024

MALVERN BOROUGH

Helise Bichesky 06/2023

Christine Hafer 01/2025

WILLISTOWN

Ann DiMedio 10/2023
Ryan Downey 02/2025