



Newtown Public Library
Minutes of the Monthly Meeting of the Board of Trustees
July 21, 2016
7:00 PM

Agenda:

George Chittenden, Vice President, called the regular meeting of the Board of Trustees of Newtown Public Library to order at 7:02 PM on July 21, 2016.

Present at the Meeting: George Chittenden, Cindy Defidelto, Leslie Marlo, Bobbi Schoenstadt, Theresa Shephard, Arlene Caruso, Library Director.

Excused: Howard Walker

Call to Order:

- Approval of Agenda – motion to approve seconded and passed.
- Approval of May 19, 2016 Minutes – motion to approve seconded and passed.

Reports:

➤ **Treasurer**

• **May Financials:**

- Please refer to Treasurer's Report – May 2016.
- Motion to approve seconded and passed.

• **June Financials**

- Please refer to Treasurer's Report – June 2016.
- Fundraising flat from last year. The Board discussed budgeting for \$40,000 in the next fundraising season.
- The Treasurer noted that wages are over budget by about 2%. The Treasurer stated that this is due to several factor including hiring the new employee with more hours. With staff vacations coming up, closing for 10 Sundays in the summer and possible scheduling adjustments in the fall, it is believed that this is only a temporary overage.
- Payments from Newtown Township and Edgmont Township are expected in August.
- Motion to approve seconded and passed.

➤ **Director**

• **June Report**

- Please refer to document entitled Library Director's Report, June 2016 for full details of Arlene Caruso's report.
- Circulation year-to-date continues to be up 3% over last year which is a positive trend.
- Arlene attended the Pennsylvania Library Association's Academy of Leadership Studies.
- Motion to approve Library Director's report seconded and passed.

• **July Report**

- Please refer to document entitled Library Director's Report, July 2016 for full details of Arlene Caruso's report.
- Circulation year-to-date continues to be up 3% over last year which is a positive trend.



- The first 3D printing program was very well attended. Patron interest in 3D printing is growing. Programs are scheduled through November. The two programs scheduled for August have waiting lists.
 - The new people counter which was purchased by the Friends of the Library will be installed by month's end.
 - Motion to approve Library Director's report seconded and passed.
- **Friends of the Library**
- Bobbi reported that the Friends of the Library really would like it if all of the Trustees joined the Friends of Newtown Public Library
- **DCLS Monthly Meeting**
- George and Bobbi will attend the DCLS meeting on August 4th.
- **Old Business:**
- **Trustee Recruitment:** Cindy has a neighbor who is a retired CPA that she will approach as a possible trustee. Bobbi mentioned another candidate from Edgmont who has indicated interest in the past. Arlene stated that she will try to get the word out in the media and social media. Leslie will be rotating off the Board at the end of the year so it is worthwhile to pursue all leads for new trustees. Bobbi nominated George to be President of the Board of Trustees. Before voting, the Board decided to check with Howard who was absent to check if he has interest in being president. The vote for President will be completed in an email vote before the next meeting.
 - **Fund Drive Follow-up:** It was determined that the trustees would prefer to do the mailing in-house. Arlene will follow-up with Ed Nabholz about what he has learned about getting lists from the county and/or the township. Cindy has agreed to put together two letters based on previous mailings for approval at the August meeting. By September 1st, the Board will have a mailing list ready to go. A residential and a business mailing will be sent out the second half of September.

The next meeting of the Board of Trustees will be held at 7:00 PM on August 18, 2016.

George Chittenden adjourned the meeting at 8:30 PM.

Minutes submitted by Arlene Caruso