Newtown Public Library  
Minutes of the Monthly Meeting of the Board of Trustees  
May 18, 2017  
7:00 PM

Agenda:

George Chittenden, President, called the regular meeting of the Board of Trustees of Newtown Public Library to order at 7:01 PM on May 18, 2017.

Present at the Meeting: Howard Walker, Arlene Caruso, Library Director, Bobbi Schoenstadt, Erica Danowitz, George Chittenden,

Excused: Cindy Defidelto, Kathy Erickson, Theresa Shephard

Call to Order:

- Approval of Agenda – motion to approve by Howard Walker, seconded by Erica Danowitz, motion passed.
- Approval of March Minutes – motion to approve by Erica Danowitz, seconded by Howard Walker, motion passed.

Reports:

➢ Treasurer – April Financials:
  - Please refer to Treasurer’s Report – April, 2017.
  - Fundraising continues to impact the overall budget of the library.
  - Motion to approve the treasurer’s report by George Chittenden, seconded by Bobbi Schoenstadt, motion passed.

➢ Director’s Report:
  - April was good from previous Aprils but slower than March. It was the best April in a number of years.
  - Visits are solid and seem to be holding steady.
  - Programming has been dialed back a little for the summer due to the construction.
  - No new adult programming is scheduled until construction is completed.
  - Tyler garden raised beds have been installed and have soil. Plants will arrive next week.
  - The new phone system is being installed.
  - POS payment system will arrive May 19th. This system will allow the library to perform credit card sales.
  - Motion to approve Library Director’s report by George Chittenden, seconded by Howard Walker, motion passed.

➢ Friends of the Library
  - Bobbi updated the board on the Friends.
  - A silent auction will be held at the library on June 9th @ 6:30pm.
  - On June 25th, Grateful Alive will be bringing its brand of oldies (nothing newer than 1948) to the library.
  - The Friends generously donated a laptop for Angela, a commercial grade shredder, another printer, and the POS payment system.
➢ **DCLS Monthly Meeting**
- No one attended the May meeting.
- Erica will attend the June 1st meeting.

➢ **Old Business:**
- **Signage:**
  - Theresa is working with Steve Neese and the township on recommendations for signs.
- **Newsletter:**
  - Erica and Arlene are working on a newsletter for the library.
  - Haverford uses Constant Contact – fee is $80 a month
  - Arlene will follow up with Constant Contact to get a quote.
- **4th of July**
  - The library will have an ad in the parade program.
- **Second Fund Raising Mailing:**
  - The mailing will wait until credit card payments are available.
  - Edgemont addresses will be included in the mailing.
- **Business Listing:**
  - Arlene will follow up with Denise from the township on a business address listing to use for a mailing.
- **Trustee Training:**
  - Kathy and George reviewed the training with the board.

➢ **New Business:**
- No new business was discussed

The next meeting of the Board of Trustees will be held at 7:00 PM on June 15, 2017. George Chittenden adjourned the meeting at 8:03 PM. Minutes submitted by Howard Walker