



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