



**Newtown Public Library**  
**Minutes of the Monthly Meeting of the Board of Trustees**  
**May 19, 2016**  
**7:00 PM**

**Agenda:**

Diana Weaver, President, called the regular meeting of the Board of Trustees of Newtown Public Library to order at 7:11 PM on May 19, 2016.

Present at the Meeting: George Chittenden, Leslie Marlo, Diana Weaver, Theresa Shephard, Howard Walker, Arlene Caruso, Library Director.

Excused: Cindy Defidelto, Bobbi Schoenstadt

**Call to Order:**

- Approval of Agenda – motion to approve by Howard Walker, seconded by Leslie Marlo, motion passed.
- Approval of April 21 Minutes –motion to approve by George Chittenden, seconded by Diana Weaver, motion passed.

**Reports:**

➤ **Treasurer – April Financials:**

- Please refer to Treasurer’s Report – April, 2016.
- The audit has started and seems to be going well so far.
- The board was comfortable with where the budget currently stands.
- The bonding for Leslie is in process. The library was able to obtain the lower public official price.
- The second quarter check will be arriving in May from Newtown Township.
- Motion to approve by Diana Weaver, seconded by Theresa Shephard, motion passed.

➤ **Director's Report:**

- Please refer to document entitled Library Director’s Report, May 2016 for full details of Arlene Caruso’s report.
- April is typically a slow month for libraries in general.
- Circulation has been good.
- Lunch programs held by the TD Bank and Chamber of Commerce were well attended.
- The 3D printer is out and demonstrations are being held in the library. There have been requests to print with it but none are being accepted right now.
- The library will have a table at Newtown Square Day on June 4<sup>th</sup>.
- Angela is busy planning the summer programs – Will D Cat will be at the library and the Franklin Institute will hold a program.
- The idea of obtaining a museum family pass is being reviewed. Arlene is obtaining more information on the program.
- Motion to approve Library Director’s report by Howard Walker, seconded by Leslie Marlo, motion passed.

➤ **Friends of the Library**

- Upcoming events:



- May 25 – Painting party
  - June 10 – Silent Auction Social
- **DCLS Monthly Meeting**
- Theresa Shephard will attend the June meeting
  - No July meeting will be held
- **Old Business:**
- 3D printer policy was approved – motion to approve Leslie Marlo, second Diana Weaver, motion passed.
  - 3D printer policy will be posted for the public to review. Printer demos will continue through June. Programming will begin in July. The fees charges to use the printer will be taxed.
- **New Business:**
- 2016 Trustee Workshop is June 11<sup>th</sup>. George and Leslie will attend.
  - Fund drive – second mailing went out. 350 letters were sent. So far, 19 responses have been received with \$955 in donations. Fall fund drive planning began – Arlene will email the other library directors to see how they have handled mailings in the past. The board needs to obtain a current address list. Ed will assist. The mailing process will be done in-house this year.

The next meeting of the Board of Trustees will be held at 7:00 PM on June 16, 2016.

Diana Weaver adjourned the meeting at 8:27 PM.

Minutes submitted by Howard Walker