

Minutes

Newtown Public Library

October 19, 2017

7:00 PM

Present: George Chittenden, President, Erica Danowitz, Bobbi Schoenstadt, Howard Walker, Arlene Caruso, Library Director, Kathy Erickson

Excused: Theresa Shephard

Call to Order

- Howard Walker introduced Edward Jackman who had expressed an interest in joining the Board. Mr. Jackman summarized his background and interests after which he excused himself from the presence of the Board. The Board unanimously approved his appointment and welcomed him to the Board.
- Approval of the Agenda – motion to approve by Howard Walker; second by Bobbi Schoenstadt.
- Approval of the Minutes from the September meeting – motion to approve by Erica Danowitz; second by Howard Walker.

Reports

Treasurer - September Financials

- Please refer to the Treasurer's report for September 2017.
- We are about \$ 4,300 below budget, an improvement from the \$20,000 range for most of the year.
- Fundraising brought in \$48,931 at the close of September. This was \$15,920 over last year. Arlene indicated that an additional \$2500 should be added to the donations line. This amount is from online donations and will be transferred to our banking account in October.
- The decision was made to switch our fundraising year to a calendar year going forward.
- Appeal letters (1300) went out to Edgmont residents for the first time.
- Motion to approve the Treasurer's report was made by Kathy Erickson; approved by Erica Danowitz.

Director's Report

- Circulation was down 19% compared to August. Construction on the building has been a challenge.

- New library cards in September were down by 27% compared to August. This decline is typical for September but new cards in September 2017 are up by 53% when compared September 2016. To date, the number of new library cards (477) is greater than the new cards for the entire year of 2016 (453).
- The Director is exploring eTapestry, an online fundraising and donor management tool. She will purchase a year subscription of the product and decide if it is worthwhile for the future.
- Motion to approve the Library Director's report was made by Howard Walker and seconded by Kathy Erickson .

Friends of the Library

- Bobbi updated the board on activities of the FOL.
- An art show will be held at the Library on March 2, 2018.
- A book fair will be held during the first week of April, 2018
- The Boscov's program raised \$726 for the Newtown Library.

DCLS Meeting

- Howard Walker attended the meeting.
- The Public Library Association will host a large meeting in Philadelphia in 2018.
- Marple has started their strategic planning project; Media has completed their plan.

Old Business

- The next fundraising letter is targeted to go out in late November. Erica and Arlene will work on the letter.
- Erica is working with Panera on a fundraiser for the Library.
- Trustee search – George will come off of the Board at the end of 2017. Both Bobbi and Theresa have terms that are ending, but can be extended to second terms.

New Business

No additional new business was discussed.

The next meeting of the Board of Trustees will be held at 7:00 pm on November 16, 2017.

The meeting was adjourned by George Chittenden at 8:00 pm.

Minutes submitted by Kathy Erickson.

