Newtown Public Library
Minutes of the May Meeting of the Board of Trustees
May 23, 2019

Present: Howard Walker, Erica Danowitz, Arie Cappuccio, Vinny O’Donnell, Arlene Caruso, Library Director and Kathy Erickson
Excused: Anthony Maalouf

CALL TO ORDER:
Howard Walker, President, called the regular meeting of the Board of Trustees of the Newtown Public Library to order at 7:04pm on May 23, 2019.

Approval of the Agenda – motion to approve by Arie Cappuccio; second by Kathy Erickson
Approval of the Minutes form the March 2019 meeting- motion to approve by Howard Walker; second by Arie Cappuccio

REPORTS:
Treasurer’s Report
• Please refer to the Treasurer’s reports from February, March and April of 2019.
• YTD April total revenue is short to budget by $26,253 while expenses are very close to budget.
• There was discussion about fund raising. The Board agreed to target late August for a mailing. We will discuss the details of the fund raising letter at our next meeting.
• Arlene plans to attend a meeting in Harrisburg which will address library finances.

Motion to approve the Treasure’s report by Erica Danowitz; second by Howard Walker.

Director’s Report
• Please see the Director’s Report for data on Circulation, Public Computer Usage, WiFi Sessions and Library visits.
• Arlene noted that we have 6 public computers which are actually owned by the county. Due to low usage, the county will probably take some of the computers back.
• Arlene indicated that we are required to advertise our meetings in a newspaper.
• Delaware County Council acknowledged National Library Week on April 3, 2019.
• Arlene was one of 30 librarians invited to attend a conference in Hershey put on by the PA Workforce Development Association to explore workforce development in our community and county.

Friends of the Library Liaison Report
• The Silent Auction held by the Friends was a successful, well-attended event.
• The next book sale will be held on the first week end in October.

Youth Services
• Angela reports that story time attendance has been very high, averaging about 30 children each for baby and toddler times.
• Angela and Ava held a Teen Glow Party which was used to gauge interest as they add more teen programs to the schedule.
• Summer Quest, the summer reading program, will kick off with a party at Drexel Lodge Park in partnership with the Parks and Recreation Board.

Motion to approve the Director’s report by Erica; second by Arie.

NEW BUSINESS
• There are two candidates for openings on the Library Board. Our Bylaws limit membership to 7.
• Some discussion took place concerning the purchase of a DipJar for $399. No action was proposed.
• A suggestion was made that we hold an appreciation event for the Friends during FOL week of October 20 to 26.
• The idea was proposed of displaying our fundraising progress with a “thermometer” or some other appropriate visual indicator. This would take place after the letter goes out and we are receiving donations.

OLD BUSINESS
• Volunteer luncheon - Enjoyed by all who attended.
• Employee Handbook – in the hands of the solicitor
• DCLB meetings – Vinny will attend the meeting on December 5, 2019 at the Media Upper Providence Free Library.

The meeting was adjourned at 8:05 pm. The next meeting of the Board will be held on June 20 2019 at 7 PM.

Respectfully submitted,
Kathy Erickson, Secretary