

Newtown Public Library
Minutes of the Monthly Meeting of the Board of Trustees
January 18, 2018

The meeting convened at 7:05 on January 18, 2018.

Present: Erica Danowitz, Edward Jackman, Howard Walker, Arlene Caruso, Library Director, and Kathy Erickson

- Approval of the Agenda – motion to approve by Howard Walker, seconded by Erica Danowitz
- Approval of the December 2017 minutes – motion to approve by Howard Walker, seconded by Edward Jackman

2018 Annual Nominations and Election of Officers

The following nominations were made:

President – Howard Walker, Nominated by Erica Danowitz, seconded by Kathy Erickson
Vice President – Erica Danowitz, Nominated by Howard Walker, seconded by Ed Jackman
Treasurer – Edward Jackman, Nominated by Kathy Erickson, seconded by Howard Walker
Secretary – Kathy Erickson, Nominated by Howard Walker, seconded by Erica Danowitz

The slate of candidates was unanimously approved by the Board.

Reports:

Treasurer – December Financials

- Please refer to the Treasurer's report.
- For December, expenses stayed close to average for the year but revenue was less than the previous months' average.
- For the year 2017, total revenue was short to budget by \$ 4377. Expenses were unfavorable to budget by \$2383 with wages as the main driver.
- Fundraising through December was \$38,939; \$3,061 behind target.
- We ended the year with a \$10, 405 budget deficit.
- Another check from the Township is due in mid-February.
- Motion to approve the Treasurer's report by Kathy Erickson; seconded by Edward Jackman.

Library Director's Report

- Please refer to the Director's report.
- Circulation and patron visits were down in December (by 21%) compared to November. The decreases were due to renovations to the library entrance.
- There was an increase in new library cards by 12% compared to November; 68% of new library cards were for Newtown Township residents.
- Arlene attended the Delaware Chamber of Commerce's Women in Leadership Power Lunch, the Newtown Square in Bloom Strategy meeting, and the Newtown Square Business Association: State of the Township Meeting.
- Youth Services – attendance was affected by closures due to inclement weather. The Newtown Square Library hosted a very successful New Year's party at Liseter for our patrons and Liseter residents. A new hands-on science class was held for preschoolers.

- Motion to approve the Director's Report by Kathy Erickson; seconded by Howard Walker

Friends of the Library

- FOL is delaying large programs until construction is completed.
- The art show will be held at PRC Headquarters.

DCL Board Meeting

- The next meeting is on February 1 at 7 pm at the Haverford Library. Erica will attend and Howard will attend the April meeting in Ridley.

New Business

- The By-Laws of the Newtown Public Library should be reviewed by all Board members for discussion at our next meeting.
- Our Volunteer appreciation event will take place again this Spring

Old Business

- Elan Fundraiser – we have no results at this time.
- Fund Drive Update – Arlene has experienced an increase in interest from businesses in the community.
- Arlene will go to the Supervisors' meeting to confirm Howard's election as President.
- Howard will schedule a meeting with the candidate for Board membership.
- The Board will continue work on the Strategic Plan

The next meeting of the Board of Trustees will be held on February 15 at 7:00 PM.

The meeting was adjourned at 8:23 PM.

Minutes submitted by Kathy Erickson.