

Newtown Public Library
Minutes of the September Meeting of the Board of Trustees
September 19, 2019

Present: Howard Walker, Erica Danowitz, Arie Cappuccio, Anthony Maalouf, Vinny O'Donnell, Arlene Caruso, and Kathy Erickson

CALL TO ORDER:

Howard Walker, President, called the regular meeting of the Board of Trustees of the Newtown Public Library to order at 7:07 pm.

Approval of the Agenda – Vinny O'Donnell requested an addition to the Agenda which will appear under "New Business". The revised Agenda was approved.

Approval of the Minutes of the July, 2019 meeting: motion to approve by Arie Cappuccio; second by Howard Walker.

REPORTS

Treasurers Report

Arie presented the Treasurer's report.

- The June statement showed a month end balance of \$169,738. In response to a question, fundraising proceeds are deposited into our regular accounts. On-line donations go through Pay Pal.
- Interest from the endowments goes to revenue and is spent on books.
- Howard suggested that next year's Treasurer will need to visit our bank to review details on the accounts.

Motion to approve the Treasurer's report by Kathy: second by Vinny

Director's Report

- Please see the Director's Reports for August and September.
- August 2019 circulation was higher than prior year and best August results since 2011. Total circulation in 2019 is better than 2018 by more than 8 per cent.
- New library cards were also up, wi-fi sessions were flat, and library visits were down slightly when compared to July.
- Youth Services continues to run a strong program with total attendance in August of 1190.
- Arlene was elected as Treasurer of the Southeast Chapter of the PA Library Association for 2020.
- Arlene met with Steve Nease and George Sharrets to discuss the future of the library's patio area. The goal is to make the patio more appealing to the community and easier to maintain.
- The annual appeal mailing was taken to the Media post office on September 12 for processing. Online donations have started to come in as of 9/16.
- Arlene indicated that she would like to transfer some money in the budget to different lines.

Motion to accept the Directors Report by Howard: second by Erica.

Friends of the Library Report

- A book sale will take place the first week of October.
- Howard will invite members of the “Friends” to attend one of our meetings. Cake will be served.
- It was noted that the Friends pays for the museum passes.

NEW BUSINESS

- Fundraising - So far we have received \$4200 in the mail and \$775 on line. Arlene will update fundraising information on Facebook.
- Howard will send a thank you card to acknowledge Matthew’s wife her for her work on the fundraising mailing.
- Vinny reviewed and recommended a book called “ The Nonprofit Board Answer Book”.
- Vinny also suggested we develop a campaign that consists of a series of open-ended questions that are all answered with the tag line “Have you checked with the library?”.
- Trustees were given the approved Trustee Agreement to sign and return to the Library Director for their Trustee files.

OLD BUSINESS – none

The meeting was adjourned at 8:05 pm.

The next meeting of the Board will be held on October 17, 2019 at 7pm.

Respectfully submitted,
Kathy Erickson, Secretary