

Township of Newtown

209 Bishop Hollow Road
Newtown Square, PA 19073
610-356-0200
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Proposed Minutes

Library Board
October 15, 2020
Public Meeting: 7:00 PM

BOARD MEMBERS PRESENT:

Trustee Maalouf
Treasurer Cappuccio
President O'Donnell
Secretary Macan
Vice-President Swenson Danowitz

STAFF PRESENT:

Library Director Caruso

MEMBERS ABSENT:

Trustee Walker
Trustee Erickson

1. CALL TO ORDER:

2. ROLL CALL:

3. AGENDA:

3.1. Consider approving the agenda

Motion to approve was made by Treasurer Cappuccio, Seconded by Vice-President Swenson Danowitz.

CARRIED

4. MINUTES:

4.1. Consider approving the minutes from the September 17, 2020 meeting

Motion to approve was made by Treasurer Cappuccio, Seconded by Vice-President Swenson Danowitz.

CARRIED

5. REPORTS:

5.1. Report from the Treasurer - Arie Cappuccio

5.2. Report from the Library Director- Arlene Caruso

6. NEW BUSINESS:

6.1. Budget Transfer Correction

Budget Transfer 2020-04 that was approved at the September 17, 2020 board meeting was not processed due to an error. The transfer was to make a transfer in the General Fund budget as follows; increasing account #60-456-55-196.01 (Health Insurance) by \$1500.00 from account #60-456-70-239.00 (Operating Expense).

6.2. National Friends of Libraries Week is October 18-24

The board will send a thank you note to the Friends of the Library.

6.3. Board Resolution for the Waiver of Standards

Motion to approve was made by Secretary Macan, Seconded by President O'Donnell.

CARRIED

6.4. Special Session

6.5. Fundraising Mailer

Print 3000 letters, use envelopes we already have. Need to think strategically about fundraising. Concerns about mail, want to put letter in all picked up materials, maybe print out in different color

7. OLD BUSINESS:

7.1. Reopening Plans

It was decided to continue offering contactless pickup rather than open the building to the public.

7.2. Chipotle Fundraiser = October 21 from 4:00pm-8:00pm

On social media, going out in pick up

7.3. Reaching out to the Fire Company -update

Erica is working on getting information from the firehouse chief's contact.

7.4. New board members

Tom will reach out to both potential candidates (one has been interviewed previously). Sandi will help with interviews. Tony is planning to serve out his term, then not renew.

7.5. Strategic Planning SWOT Analysis

8. BOARD COMMENT:

9. PUBLIC COMMENT:

10. ADJOURNMENT:

Respectfully submitted

Sandra Macan, Secretary