

Lower Providence Community Library
Board of Trustees Meeting
December 18, 2017

The meeting convened at 7:00 pm.

Present: Marie Altieri, Lucy Arnold, Joe Clement, Nancy Klein, Mary Shaw, Lynn Burkholder (Library Director), Patrick Duffy (Township Liaison)

Guests: Prospective Board members: Lisa Bono, Earl Catagnus, and Art Miller

Excused: David Nawrocki, Ben Simkin, Lisa Yanak (Friends of the Library Liaison)

Approval of Minutes: - The minutes were approved on a motion by Lucy Arnold, seconded by Mary Shaw.

Treasurer's Report: - Lynn Burkholder for Ben Simkin

- The response to the Annual Appeal Letter surpassed the goal for the year, and donations from the fall letter are still coming in. A donation of \$5,000.00 came in from Shannondell. The only outstanding expense is a bill from Chadwick's for the fall fundraiser. This will be paid when the exact cost is known. The budget continues to be stable. We expect to close the year with a balance of over ten thousand dollars.

The Treasurer's report was approved on a motion by Nancy Klein and seconded by Lucy Arnold.

Friends' Report: - There was no Friends report for December.

Library Director's Report - Lynn Burkholder

- The Plan for the Use of State Aid has been submitted.
- Five LPCL librarians attended the annual meeting of the Southeast Chapter of the PA Library Association on December 1, 2017. Upper Merion, and they earned three continuing education credits.
- The Director's Annual Performance Review is complete and signed by Lynn Burkholder. Lynn had the 2018 Goals prepared to hand out to the Board.
- Lynn Burkholder is in communication with Mr. DeFrancesco to develop an Emergency Management Plan along with Lower Providence Twp. and will complete that along with the Board early in 2018.

NEW BUSINESS

- 2018 Approval of Staff Salary Increases. The recommended 2% salary increase was approved on a motion by Nancy Klein, seconded by Lucy Arnold.
- 2018 Budget – Approval. On the library director's advice, the Board lowered the goal for the fall fundraiser and adjusted the budget for utilities to compensate. The 2018 Budget was approved on a motion by Mary Shaw and seconded by Joe Clement.

- Spring Fund Raiser – Wine Tasting – March 24, 2018. The Board needs to appoint a chairperson and a few committee persons. This will be finalized in January 2018. The theme is “Grape Expectations”. Creative fundraising will be discussed in 2018!
- Election of Officers. The following officers were approved on a motion by Joe Clement, seconded by Mary Shaw: Nancy Klein, President
Lucy Arnold, Vice President
Ben Simkin, Treasurer
Art Miller, Secretary
Outgoing board members, Marie Altieri, Joe Clement, and Mary Shaw were thanked for their service.

OLD BUSINESS

FUTURE BUSINESS:

Library Exterior Signage – 2018. Ongoing.

The township will not be upgrading its signage this year. Lynn Burkholder is working with the township to work out a way of getting more visibility for the library until a major signage project is undertaken. There are several creative efforts being considered at a reasonable cost.

The Board adjourned at 6:40 PM on a motion by Nancy Klein, seconded by Joe Clement. Those who were able continued on to the Eagleville Tavern for a Holiday Dinner.

Respectfully submitted by Mary Shaw, Secretary.

A HAPPY NEW YEAR TO ALL