

**Lower Providence Community Library
Board of Trustees meeting
June 17, 2019**

The meeting convened at 7:00 p.m.

Present: Nancy Klein, president; Ben Simkin, Dave Nawrocki, Michele Santoro, Lisa Bono, Art Miller, Earl Catagnus (on speaker phone); Marija Skoog, library director; Peter MacFarland, liaison; Lisa Yanak, Friends of the Library.

Approval of previous minutes: A copy of the May 2019 minutes was distributed but approval was postponed because all members had not received a copy.

Treasurer's report: Ben reported a \$378,774 payment from the township and a \$7500 contribution from the Friends of the Library during May. The annual donation appeal from the library went out a month late this year but donations are coming in. Ben reported that we are in "in good shape" and are ahead of our budget estimate. Art moved, Dave seconded, board approved report..

Friends of the Library: Lisa Yanak reported that the June 8-30 book sale is going on. And the Friends have received a large donation of some 4000 books collected by the Audubon Land Development Company that will keep her members busy.

Library Director's report: The Keurig coffee machine in the library café broke and the vendor decided not to replace it. To provide coffee for visitors and staff, Marija proposes to work with EBRU, another vendor. She has discussed the opportunity with them and they may be interested in providing a coffee cart and an attendant. The board withheld a decision, awaiting more details.

Marija also proposed that the board consider paying all non-salaried staff personnel their normal daily rate if they are scheduled to work at the library on a federal holiday. Based on her accounting, the annual cost of such holiday pay for 16 staff members would be \$4986. She pointed out that the library was under budget for staff salaries in 2018. Board members suggested getting the comparable experience of other library staffs; Marija will follow up.

MCLINC is changing internet providers for all staff and library machines from Beacon to ENA. We have approved our plan with help from LP Public Works to lay our fiber transmission to adapt to the new service provider. But this change has revealed that the internet system for our public and staff computers is inefficient and out-of-date. The board then discussed future internet needs. Earl pointed out that grants are available for upgrading technology. Peter suggested consulting Bill Roth who handles IT for the township.

Supervisory overview: Peter MacFarland reported that the township supervisors will hold an open house for businessmen along Ridge Pike on July 11 to get feedback from business interests. Among various road construction projects going on this summer, part of Eagleville Road will be closed from June 24 to late August.

Old Business

Fall fundraiser: Making plans for a beer tasting event to be held October 5, the evening of the same day as the township's Fall Festival. Several local breweries/distributors will be asked to provide beer samples. Food trucks would be on hand to provide suitable food. Peter mentioned that there is a food

truck organization to contact. We will consider having the event under a tent to protect against poor weather .Nancy suggested that we use wristbands to identify the patrons. Marija volunteered to contact several beer distributors.

Strategic Plan: Planning continues toward a revised strategic plan. The committee has reviewed the results of the recent customer survey. We may be looking toward an expansion of the library that would,, for example, provide a separate children's area. Earl stated the committee should review published trends in other community libraries for ideas.

Retirement plan for the staff: Nancy announced that she will arrange for a retirement consultant, Daniel Weiss, to meet with the board to provide information and options on "simple IRA" retirement plans.. Dave suggested that a Vanguard representative should also be brought in to offer an alternative plan.

Meeting adjourned at 8:45 p.m.

Arthur Miller, Secretary