

**Lower Providence Community Library
Board of Trustees meeting
November 18, 2019**

Present: Nancy Klein, president; Michele Santoro; Lisa Bono; David Nawrocki; Art Miller; Peter MacFarland, liaison; Marija Skoog, library director.

The meeting convened at 7:00 p.m.

Approval of minutes: The minutes of October 29 were approved. Motion by Dave, seconded by Michele.

Treasurer's report: Marija reported for Ben who was absent. On the income side, we received a \$7500 donation from the Friends of the Library, making a total contribution from the Friends this year of \$15,000. Monthly expenses were normal. Motion to approved by Lisa, seconded by Dave.

Friends of the Library: Marija reported for Lisa Yanak. The Friends took in \$1700 for their recent bag – of-books sale, but will end the book sale at year's end. The board commends the volunteer efforts of the Friends, particularly their help with the recent fundraiser.

Liaison report: Pete noted that the township supervisors will hold their November 21 meeting at the Audubon Society's new museum in Audubon; the supervisors plan to hold other future meetings at locations convenient to area citizens. The supervisors are planning a study of open space in the township. Appointments will be made as usual to various boards on January 6, 2020 (the library board will have two vacancies that need to be filled).

Library director's report: The fall appeal letter seeking donations to the library went out to area residents in early November and some \$16,000 in donations have gratefully been received.

McLINC, the countywide library organization, has adopted a system of standardized lending periods and renewals throughout the county and all libraries must conform. The change will pose no problem for Lower Providence.

We are still working on the problem of updating our public computer system and have an expert who has assessed our set-up. We will continue to pursue this need for better computer security and better coordination.

Annual budget: Three important personnel actions were adopted as part on our yearly formulation of the library budget. After considerable discussion over several board meetings, the board authorized the awarding of one holiday vacation day with pay each year for all part-time employees. In another action, the board authorized a 2 percent pay raise for all employees. In a third action, the board authorized full-time employees the opportunity to supplement their retirement pensions with an IRA in which they would contribute 3 percent of their salary to be matched by 3 percent by the library; this IRA would be optional for each employee. Incorporating these actions, Marija then offered a full budget for the library for 2020 totaling \$782,472. This compares to the 2019 budget of \$768,840. The board unanimously passed the provision for holiday pay for part-timers on motion by Dave, seconded by Lisa. The total budget was passed unanimously on motion by Lisa, seconded by Dave. A copy listing all 2020 budget items is available at the library director's office.

Meeting adjourned at 8:30 p.m.

Arthur Miller, Secretary