

Chester Springs Library
Board of Trustees Meeting Minutes

December 11, 2018

Present: Board Members, Melissa Geoghegan, Wendy DiCicco, Allie Kring, James Dale, Kate Lamb, Sarah Thompson; and Library Director, Nancy Niggel.

Absent: Cesar Madarang.

Minutes:

1. Call to order
 - The meeting was called to order by Melissa Geoghegan at 6:05pm.
2. Approval of the minutes from November 11, 2018
 - A motion was made by Sarah to approve the minutes as submitted. Melissa seconded the motion, and the minutes were approved unanimously.
3. Treasurer's Report
 - We have received a donation of stock in Amgen, with an approximate value of \$1000.
4. Old Business
 - Meeting regarding the sewer charge was postponed by HYS, we will follow up.
 - We have received an inquiry regarding the 3D Printer, Nancy will pursue.
5. New Business
 - Allie will pursue a repair to the gutter above the ac unit, and discuss with HYS to offset the cost, against the next month's rent.
 - Budget 2018 agreed that the Director may amend spending within the materials budget for the remaining monies, which will go towards the purchase of eBooks.
 - Thank you to James Dale for the donation of \$2500 from his Family's Foundation.
6. Director's Report
 - Build a Band has ended, it was a successful program. To provide some variety Nancy is looking for a different music program for the New Year, perhaps to be held on a Tuesday or a Thursday morning. Beginning Jan 12, we will have a high schooler, (graduation project), running a 3 hour drop in for the robotics program. Story time each Wednesday and Friday morning will continue. Circulation continued to decline, however eBooks are increasing at a similar rate. Daily foot

traffic was approximately the same for November and October 2018. The story time/craft/robots held alongside the HYS Holiday Stroll was a success. Joe will be running a drama program during the Winter Holiday Break. There will also be a snowman/new year craft drop in.

- Donations from the appeal letter continue to be received and Nancy is sending out a calendar of upcoming events with the “thank you” letters.

7. Adjournment

- The meeting was adjourned at 6:50pm. The next meetings will take place on Tuesday, January 15, 2019, at CSL.
8. An Executive Session was held immediately after the Board Meeting to discuss the appointment of additional part time staff member to assist with media outreach. We will also be appointing a replacement staff member to assist with children’s programming. Both positions will include the circulation desk. If necessary, we will revisit the Budget for 2019.

Respectfully submitted

Kate Lamb

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