
Board of Trustees

Meeting Minutes

November 8, 2018 Regular Meeting

Attendance: President Eleanor Schneider, Vice President Jack Bernstein, Mitchell Fink, Rita Kenney, Jeff Rubin and Gwenn Silver.

Others in Attendance: Library Director Sharon Moreland-Sender, and Linda Braun, representing the Friends of Huntingdon Valley Library

President Schneider called the meeting to order at 7:30 pm.

Mitch Fink moved to accept the October 2018 Board Meeting Minutes and Jack Bernstein seconded. The motion passed.

Treasurers Report

Mr. Fink shared that the draft Profit and Loss Previous Year Comparison report showed that income is within \$1,000 of last year and highlighted the discrepancy in investment income/loss. Mrs. Moreland-Sender added that she had deposited the 3rd quarter reimbursement from the Friends and asked the Township for a November tax disbursement. The Financials will be sent out by Mrs. Trichon after November 9.

Public Comment

None

Old Business

After review by Mr. Bernstein, he made a motion to approve the Personnel Policy and Rita Kenney seconded. The motion passed. Mrs. Moreland-Sender suggested the Board revisit the policy in six months, after staff have worked with this version.

Mrs. Moreland-Sender updated the Board on the **Dec. 6 Thank You Party**. The Commissioners will review the waiver request for alcohol at their November 13 meeting and she purchased a Special Occasions Permit for the event. Jeff Rubin volunteered to coordinate the purchase of wine on behalf of the Board, who agreed to split the cost as a donation in support of the event. Insurance requires that the servers be a representative of the Library or Friends. We will ask the Friends to provide desserts.

Mrs. Moreland-Sender shared the **2018 Annual Appeal** that began November 1 and will be mailed to all Lower Moreland residents and businesses in early November. The Board suggested bringing out the "gift thermometer" for prominent display. Mr. Rubin asked about credit card fees and Mrs. Moreland-Sender shared that the Library now receives the charity rate of 2.2% + \$0.30 per transaction through PayPal, "a 22% discount from our standard published rates, based on a donation of \$100 USD" according to the company.

Mr. Rubin asked about **security cameras**. Mrs. Moreland-Sender is hopeful they will be included in the Township's 2019 budget and installed next year. She also praised

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Vanessa, Jonathan, and Sunil who acted professionally and calmly during a domestic disturbance at the Library in October, thanks in part to our active shooter training.

New Business

Mrs. Moreland-Sender met with Bob Longley, Longley Insurance, on November 8 to review the **Library's insurance coverage** and shared that she:

- Increased the insurance value of contents, covering everything that is not materials, from \$412,000 to \$500,000.
- Requested a quote for Worker's Compensation insurance
- Will review and update the Library Floater to verify the volume amounts and values are accurate
- Requested a quote for broader Directors & Officers coverage that includes back and future wages, as well as administrative hearings and other "pre lawsuit" activities. This coverage also would come with an HR suite of services, including legal assistance and manuals.

Mr. Longley also encouraged the Board to have bank statements reviewed by a third person and Mr. Fink agreed to review the statements monthly.

Librarians Report No. 95

Mrs. Moreland-Sender highlighted the following from the report:

- She and Pam attended the Pennsylvania Library Association Conference in Harrisburg. Pam invited Representative Murt to a Legislative Press Conference and he was one of the only legislators to attend the event!
- Use of the collection grew by 6.43% compared to October 2017, with total circulation of 13,546. For perspective, we circulated 6,906 items in October 2013. Mrs. Moreland-Sender praised the staff for their help re-shelving materials while we are short a Page.
- On October 25, she met with Heidi Segall Levy from the Community Design Collaborative and shared the notes from that meeting. The scope of the project is for the Library only, not the complex.
- The Independent Library Profile for State Aid showed the Board how the Library exceeded the standards for Quality Libraries Aid and Incentive of Excellence Aid. Mrs. Moreland-Sender completed the application for State Aid November 8 and we should receive \$36,868 in projected aid, which will be used for collection development.

Committee Reports

The Nominating Committee needs to meet and present an initial slate of candidates at the December meeting.

Friends Report

Mrs. Braun shared that the Friends had both a successful book sale and bake sale. The 2019 Newsletter will go out in January. The Friends will add new museum passes in 2019, as they encourage new memberships. Spring events planned include the April

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book sale, May Tea, and May 1 NY bus trip. Tickets for the Basket of Books and Blizzard of Prizes raffle are on sale now, as well.

Mrs. Moreland-Sender thanked the Friends for funding 100% of the 2019 Wish List - \$39,535 in support.

Liaison Report

Mrs. Moreland-Sender shared that a patron expressed an interest in the Bryn Athyn liaison position.

8:16 pm Jack Bernstein moved to adjourn the meeting and Mitch Fink seconded. The meeting adjourned.