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## Board of Trustees

Meeting Minutes.  
March 9, 2023

**Attendance:** Jack Bernstein, President; Miryam Roddy, Vice-President; Judy Trichon, Treasurer; Jeff Rubin, Secretary; Mitchel Fink; Pam Dull, Library Director; Sam Pharo, Assistant Director; Joe Canale, LM Township Supervisor,; Ayden Carrago, LMHS Student Liaison; Julia Lee LMHS Student Liaison; Karen Schwartz, Friends of the Library, Jane Bostock, Bryn Athyn/Friends of the Library, Marilyn Melstein,

Meeting called to order by Mr. Bernstein at 7:31pm.

**Judy Trichon made a motion to approve the February 2023 Board meeting minutes. Jeff Rubin seconded the motion. All voted in favor of accepting the minutes.**

### **Treasurers REPORT**

Submitted in writing.

Judy attended a seminar on the employee tax credits currently being offered by the federal government. We came very close to qualifying, but unfortunately do not meet the requirements at this time.

Mrs. Trichon will look at a revised outline of a treasurer's duties and job description.

### **Public Comment**

None.

### **New Business**

Board Retreat with Library District Consultant, Tracey Reed  
TR will facilitate a short board retreat, board governance, best practices, etc.  
Saturday morning in the community room, 3-4 hours.  
May 20<sup>th</sup>, June 3<sup>rd</sup> and June 17<sup>th</sup>. **Tentative date of June 3<sup>rd</sup> with time to be set.**

Continuing Education for Library Board of Trustees ideas:  
A seminar on Board membership is recommended.  
Generalized governance courses for board members are strongly recommended.  
The Board used to have a professional membership and communicated with other board organizations.

The district consultant should be brought in. NY state will be the model for board membership CE requirements. Jack will research and bring results to next meeting.

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## Board of Trustees

For the District consultant – which organization would be most beneficial for the HVL Board to join.

### **Old Business**

Board Member job descriptions

The Director had asked members for interpretations of their roles as board members. Mrs. Roddy reminded the board that descriptions of their roles are due;

Everyone to email Pam, Pam to forward all emails to Jeff and Jeff to direct the collection of job descriptions into a cohesive document. This to happen by the April meeting.

### **Director's Report**

Submitted in writing.

Traffic is significantly up. Staff is working hard. The Polaris upgrade outage made for many disruptions, some of which persist.

Pre-Covid had library pages, now library assistants handle those duties in addition to regular duties.

- The Jane Austen fundraiser was very successful, with 53 people attending and \$540 raised.

March 14, Tuesday, Christine de Pizan program for Women's History Month, starting at 7pm.

A train exhibit (Trains in Motion) will be held on Saturday, May 20 and Sunday, May 21.

Our new partnership with the Literacy Council of Norristown has begun. Our ESL tutoring class produced 16 tutors; over 100 students have called to be registered. The LCN is sorting through the registrations and prioritizing local registrations first. Tutors will be matched with a student and then begin one-on-one tutoring. If funding is secured, there will be classes 2x/week at the high school with three levels of ESL education available.

Budget season is upon us. Pennsylvania Library Association leads lobbying, the HVL has strong local support.

The Board can help by contacting the local representatives and ask for available grant opportunities. The ESL program is in its infancy and needs more time before asking for specific funding. A press release will be sent out shortly.

### **Committee Reports**

**Nominating Committee – Jeff Rubin – no meeting**

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Board of Trustees

**Strategic Planning – Chair Miryam Roddy – no meeting**

**Marketing and Fundraising – Chair Steve Ciment**

- We are applying to The Fox Board Fellows program at Temple University

**Personnel- Chair Miryam Roddy**

- March 1<sup>st</sup> meeting
- The personnel manual overhaul continues
- Judy Trichon has been added to the committee.

**Bylaws – Chair Mitchell Fink**

- Is attendance required at board trainings – not at this time.

**Building Services and Contracts –Chair: Lindsay Griffith – no meeting**

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**Finance Committee – Co-Chair Judy Trichon, Co-Chair Lindsay Griffith – no meeting**

**Liaison Reports**

**Bryn Athyn -**

- Bryn Athyn Thrift Store will be closing soon
- March 18 is the last day of donations
- April 1 last day of shopping, May 1 for demolition.
- Tent sales are possible.

**Friends of the Library**

- March 25- next book sale, prior sale raised \$700
- June 14 -NYC Bus Trip for NY, NY play. Almost sold out
- April 27- Friends Spring Tea, \$45 and 8 raffle baskets to be sold, scone sale is on as well, 4/\$14
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**Township Board of Supervisors**

- BET Investments Conditional Use hearing
- No foreseeable impact on the HVL
- Board meeting March 14<sup>th</sup>
- The roundabout construction is PennDOT and unrelated to BET
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**School District**

- Java Jam was very successful, high turnout and money raised
- April 13-15<sup>th</sup> for Wizard of Oz

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## Board of Trustees

- Out of the Darkness suicide awareness walk April 22, held for nearly 20 years. Starting at the HS and moving to Bryn Athyn
- End of march for annual blood drive
- NHS tutoring continues
- Spring sports have started
- Multicultural night is March 10. Very popular at Pine Rd.

Additional comment:

Karen Schwartz asked about building walkthrough.

Jack Bernstein to follow up on Township plans.

**Motion to adjourn meeting made by Miryam Roddy and seconded by Joe Canale.  
Meeting adjourned at 8:24 pm. Next meeting is on April 13, 2023 at 7:30pm.**