

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES  
OF THE ABINGTON TOWNSHIP PUBLIC LIBRARY**

Date: September 23, 2019

The Meeting of the Board of Trustees was called to order at 7:05pm.

**PRESENT:** Brian Mays, Joe Milano, Jeff Schaffer, Lauren Greaves, Tom Tyler, Emily Cooper, Nancy Hammeke Marshall, and Ellen Baxter, President of the Friends of the Library

**EXCUSED:** Toby True

**PRESENTATION:** N/A

**MINUTES:** A motion to approve the minutes of July 22, 2019 was made by Tom Tyler and seconded by Brian Mays. Motion passed.

**TREASURER'S REPORT:**

- The report from July 31, 2019 has been accepted and filed for audit.
- The report from August 31, 2019 has been accepted and filed for audit.

**DIRECTOR'S REPORT:**

- Nancy presented a very well-crafted and comprehensive 2020 Budget Narrative which the staff created and submitted to the Township in August.
- The staff will be working toward becoming a Star Library in the PA Forward Star Library Program as a 2020 goal.
- The Winterthur trip hosted by the Friends was a big success, and everyone had a great time.
- Abington Libraries comprise 39% of all MCLINC use of the Public Access Catalog (PAC), showing incredibly high usage beyond other MCLINC libraries. Staff do an excellent job promoting the depth of our collection and helping patrons navigate their searches.
- Summer Reading Club/Quest registration this year: 1,336 children
- The Roslyn Branch held 62 summer reading programs this year that were attended by 1,335 people.

**ADULT LITERACY:**

- Reports from Elizabeth Sperling included in Board packets

**COMMITTEE REPORTS:**

- A. Friends – The Circulation Desk is selling tickets for the raffle baskets and carousel horse. The Fall Book and Plant Sale is October 5<sup>th</sup>, 9:30-3:30. The jewelry auction takes place during the month of November. The Friends will be graciously donating \$500 to sponsor the Philadelphia Chapter of the Tuskegee Airmen at the library in February 2020.
- B. Development/Long-Range Planning – Discussed the upcoming Annual Appeal letter.
- C. Finance/Investment – The Finance Committee approved the liquidation of a Ford Bond on the advice of our investment counsel because it was below investment grade.
- D. Executive – Nothing to report.
- E. Personnel – Nothing to report.
- F. Facilities – The Facilities Committee took a tour of the facilities on September 11<sup>th</sup> and discussed FY2020 capital projects with Steve Trader.

**OLD BUSINESS:**

- N/A

**NEW BUSINESS:**

- Brian Mays made a motion to approve the Revised Collection Development Guidelines 100s and 200s. The motion was seconded by Jeff Schaffer. Motion passed.

- We revisited the topic of expanding the Annual Appeal mailing list to include all cardholders, not just previous donors and program attendees. We will explore an opt-out option in the bottom of the emailed appeal.

CORRESPONDENCE: Reviewed.

EXECUTIVE SESSION: The Board will form an all-member search committee for a new Library Director.

ADJOURNMENT:

The meeting was adjourned at 8:54pm.

Our next meeting is October 28, 2019.

Respectfully submitted,

Lauren Greaves  
Secretary