

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

Date: 2-27-17

The Meeting of the Board of Trustees was called to order at 7:00PM

PRESENT: Toby True, Brian Mays, Elaine Shay, Teresa Scroggins, Garrett Page, Theresa Deckebach Nancy Hammeke Marshall, Tom Tyler, Ellen Baxter, President of the Friends of the Library.

PRESENTATION: See Adult Literacy below.

MINUTES:

- Change to wording on Committee Reports (Finance/Investment; add “policy” to letter C language)

A motion to approve the amended minutes of January, 2017 was made by Teresa Scroggins seconded by Elaine Shay. Motion passed.

TREASURER’S REPORT:

- 2016 Budget needs to be changed to accommodate the changes to the salary line
- Tom Tyler made a motion to approve proposed budget changes for 2016; seconded by Brian Mays. Motion passed.
- Elaine Shay made a motion to approve the revised December, 2016 Treasurer’s Report as presented at the Feb, 2017 meeting; seconded by Garrett Page. Motion passed.
- Thanks to Kevin Barron, Township Finance Director, for his patience and guidance to resolve budget misalignment.
- January, 2017 Treasurer’s report reviewed and filed for audit.
- November, 2015 Annual Appeal Funds – discussion about where to invest the roughly \$60,000 into Special Income. Teresa Scroggins made a motion to deposit the \$60,602 from the November, 2015 Annual Appeal into the BB&T Savings Account (#5 in Special Income), account # 1390002667491. Motion seconded by Elaine Shay. Motion passed.
- Motion by Tom Tyler to destroy the 2009 accounts payable, voided checks, meeting room invoices, and time sheets (based on 7 year retention schedule). Garrett Paige seconded. Motion passed.

DIRECTOR’S REPORT: Reviewed and discussed.

- Deepest condolences to Karen McInnis, Administrative Assistant, on the sudden death of her husband, Len.
- Appreciation to Barb Jacobs for her years of service on the Library Board of Trustees. Flowers and a memory book are being sent by Nancy.
- April 22 – Friends Spring Sidewalk Sale/Local Authors
- May 7 – piano/vocal concert of show tunes with wine/cheese
- Interviews for head of technical services will take place this week.
- New copier company – Copy Systems – leasing. Copies from printer will be raised to \$0.20 a page.

ADULT LITERACY: Presentation

- Elizabeth Sperling came to discuss the financial outlook with the Board
- New tutor training in March, 33 people signed up (double the normal size)
- There are 4 grant applications out right now; program is waiting to find out if grants have been awarded.
- EL Civics Grant:
 1. No new changes until December, 2018
 2. PA Labor and Industry operates CareerLinks and all grantees will subcontract through it
 3. The program is more of a “job readiness” program; we do not have the resources to do job training
- If the funding is gone as of July, 2017, what will be the plan? It is likely the \$33,000 funding will be gone. That is the largest funding source. Elizabeth shared a list of 9 possible paths forward for a way to redefine the program and try to carry it forward.
- This issue needs to be addressed immediately; Nancy suggested a committee be formed to carve a path forward if all federal funding disappears. Volunteers from the board are going to meet prior to the March meeting to discuss.
- Elizabeth will meet with her volunteers and talk about the top priorities for the program in the future.

- March meeting – meet at 6:30PM to discuss Adult Literacy program

COMMITTEE REPORTS:

- A. Friends of the Library –
 - Sidewalk Sale on April 22; 9:30-3:30, everything in Book Cellar is half price, plants and flowers for sale, flea market, local author expo
 - Design a bookmark contest – K-12 students; reception on April 19 (Weds); entries are framed and their designs are used in the library for the summer
 - Friends of the Library Brunch is June 10
- B. Development – N/A
- C. Finance/Investment -
 - Meeting on April 24 with finance committee
 - July – meet with Ralph
- D: Executive - N/A
- E Personnel –
 - Committee met with Nancy about goals for the year to understand the focus and monitor progress
- F. Long Range Planning – N/A

OLD BUSINESS:

- N/A

NEW BUSINESS:

- Education Code – Public Library Code statutes of 2012
- Assessing some of our Outreach Assistance: 1. Homebound outreach. Books are taken to homebound patrons – about 3 people are served by staff. PA Library for Blind and Disabled – robust program that can meet this need. Program is being phased out; 4-6 months of notice prior to program end. 2. Preschool outreach. Should the library provide story time to for profit schools? Should services go out of township? Is another library providing services?

CORRESPONDENCE : Reviewed and discussed.

EXECUTIVE SESSION: N/A

ADJOURNMENT:

The meeting was adjourned at 9:00 PM.

Our next meeting is March 27, 2017.

Respectfully submitted,

Theresa A Deckebach, Secretary