

**INDIAN VALLEY PUBLIC LIBRARY (IVPL)
Board of Trustees Meeting (BOT)
October 19, 2023**

The October BOT Meeting was called to order by the vice president, Penny Price at 8:00 a.m.

ATTENDANCE:

Present – Officers- Penny Price, Vice President; Wendy Leshinskie, Secretary; Darren Johnson, Treasurer.

Board Members- Janelle Adams; Doug Johnson; Suzi Leonard; and Margie Stern, Director. Stephanie Ferretti, new Foundation of Friends (FOF) representative; Steven Boell and Beth Styer were present via Zoom.

Absent Members- Dr. Alexander Grande, President.

Mr. Gregory Ede, a representative from Styer Associates presented the annual audit.

Audience- People from the public

CONSENT AGENDA:

Audit Review. Mr. Ede. The “modified cash basis financial statements” of IVPL for December 31, 2022, and 2021 are “free from material misstatement”. Using Government Accounting Standards for governmental nonprofit corporations, the budget process was reviewed and approved. Notes- “The Library received approximately 75% of its total operating revenues... from appropriations by various local municipalities”. “... library's policy is to first apply expenses toward restricted resources and then toward unrestricted resources.”

Minutes from the September Meeting. Ms. Price- No additions or corrections.

Treasurer's Report/Financial Statements- Mr. Darren Johnson. Salaries are close to budget and reflect competitive income for employees assuring long-term employee retention. Utility costs and contractual services are increasing as are the building maintenance costs.

Director's Report- Ms. Stern appeared on a panel at the Lehigh Valley Chamber of Commerce meeting along with about 50 other librarians, students, and community members discussing book banning.

Monthly Statistics- 2023 statistics show all areas have now surpassed 2022 levels except for inter-library loans. The greatest gains are in the number of programs offered and in program attendance.

Monthly Report focuses on the library's Value Statement, customer reviews, the September statistics for library visits and items borrowed, and congratulations to librarian and Technical Services supervisor, Mary Porter for winning the Pennsylvania Library Association's “Best PA Forward Best Practice” for her "Having Ancestors for Lunch" genealogy series.

A motion was made by Mr. Doug Johnson with a second by Ms. Leonard to approve the Consent Agenda. Unanimous Approval.

COMMITTEE REPORTS:

Facilities- Ms. Leonard. Plumbing. Ongoing investigation of increased water usage. The consensus of the Telford Water Authority and IVPL is to repair what we can and then move forward with Leak Detection Testing, if necessary. Repairs in September included: a shut-off valve, hose bib, and utility sink and faucet replacements at a cost of \$5086.

Lighting. Due to ongoing failing parking lot lights, safety concerns, and a lengthy 18-month Keystone Grant process, a decision was made to go ahead and replace all 18 lamps with LED lighting at a cost of \$7002. (PP&L rebates of \$2860 were used.)

Fire Alarms. CM3 reports our system is in good working condition. The fire alarm and monitoring contract was approved at \$3867.11 for 2024.

Security Cameras are still being discussed.

Foundation of Friends- Ms. Ferretti. She gave a quick review of her background as head librarian of a college medical library. Four new board members have joined the FOF this past year. A “New Member” packet has been created to bring them useful information about the FOF.

Marketing includes video spots at the Broad Theater, social media posts, and a table at Souderton's Third Friday this week informing the public of upcoming library fundraising events and programs. A raffle for a wine basket (to obtain names and contact information) will be held at the table.

Fundraising. FOF is again challenging the BOT for a gift basket donation for the **Wine Tasting** event on November 11. BOT members are asked to provide “finger” desserts for the Wine Tasting. (No pies or cakes, please.)

The July 2024 **Beer Fest** committee in partnership with the Souderton-Telford Rotary Club is meeting and making plans. July 27, 2024, has been reserved in the Souderton Community Park for the event.

A Budget Committee is meeting this week to begin work on the 2024 FOF budget.

On last Sunday, Jim and Beth Styer hosted a casual “Meet and Greet” event for board members and spouses to get to know one another.

Personnel- Ms. Stern. A part-time circulation desk employee has resigned to work at Muhlenberg College. We wish her success in her new endeavor.

Strategic/Marketing Plan- Ms. Price. Michelle Kane, our marketing consultant will be making recommendations for a coordinated 2024 Marketing Plan to include signage, bookmarks, publicity, and social media. The change.org campaign has yielded 1500 signatures and usable quotes from patrons concerning their library experiences.

By-Laws Committee- Mr. Boell. No report.

OLD BUSINESS: Ms. Stern. BOT reviewed the updated Meeting Room, Code of Conduct, and Collection Development Policies. The Meeting Room Policy clarified restrictions on groups or individuals using the Community Room for meetings.

Reference to weapons in the library was removed from the Code of Conduct Policy due to Pennsylvania's "Right to Carry" law. The Collection Development Policy was tabled for further discussion concerning the privacy of anyone submitting a Request for Reconsideration. A motion was made by Mr. Boell and seconded by Ms. Adams to approve the Code of Conduct. Motion made by Mr. Darren Johnson and seconded by Mr. Doug Johnson to approve the Meeting Room Policy. Approved policies will be posted on the library's website. A new Photography and Video Recording Policy continues to be crafted.

NEW BUSINESS: Ms. Stern. Ms. Leshinskie reported that Telford Borough Council has proposed increased funding to the library to \$60,000 in its 2024 budget. Appreciation was given to two council members who were in attendance as Telford residents. Ms. Leshinskie requested that the annual budget also be posted on the library website. It will be done.

Ms. Price stated that one of two American Chestnut Trees planted at the library as part of an Eagle Scout Project seems to be thriving. This could be a springboard for a library program concerning the comeback of the American Chestnut Tree after being devastated by the blight. Plans are being made to place identifying tree markers at its base so it does not inadvertently get cut down.

A garden clean-up day is planned for Saturday, October 21 at 10:00. The library's Master Gardeners are working to get our gardens recertified as native plants and pollinator gardens.

PUBLIC COMMENT:

Katie Farina stated her delight in the StoryWalk at Alderfer Park in Harleysville. Two of the displays were vandalized but were able to be cleaned by Mr. Robbie. The Halloween 'Treat Trail' will be held there again on October 23 at 10:00 am. Plans will be made to place StoryWalks in other parks pending municipal approvals.

The meeting was adjourned at 9:00a on a motion made by Ms. Leshinskie and seconded by Ms. Adams. Unanimous approval.

Respectfully submitted,

Wendy Leshinskie, Secretary

Next IVPL Board meeting: November 16 at 8:00a in the Community Room.

Next Foundation of Friends: November 8 at 7:30 am in the Community Room.