

**Indian Valley Public Library (IVPL) Board of Trustees Meeting (BOT)  
November 16, 2023**

The November BOT Meeting was called to order at 8:00am by the Treasurer, Darren Johnson.

**ATTENDANCE:**

**Present** – Officers- Darren Johnson, Treasurer and Wendy Leshinskie, Secretary.

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

**Absent Members-** Dr. Alexander Grande, President & Penny Price, Vice President.

**Audience-** People from the public

**CONSENT AGENDA:**

**Minutes** from the October meeting. Mr. Darren Johnson- No additions or corrections.

**Treasurer's Report/Financial Statements-** Mr. Darren Johnson. The usual year-end budget deficit is reflected in this month's report. Money is transferred from our Cash Management Account to cover deficit operating expenses. (Money from our annual appeal and major unrestricted gifts go into this account.) In 2024, monthly withdrawals will automatically be paid into our operating fund from the interest on the Cash Management account. (Money in Cash Management is currently in a money market account getting about a 5% return.)

The 2024 budget will go on the BOT page of the website along with all meeting agendas, minutes and monthly reports.

**Director's Report-** Ms. Stern. 185 children and families participated in the Halloween "Treat Trail" at Alderfer Park in Harleysville. The Trick or Treaters received candy and a free book for participating.

The annual appeal is a bit late being mailed this year and is anticipated to be mailed by the end of the month. (It generally goes in the mail by the beginning of November.)

IVPL will receive \$160,000 in 2024 from state aid for personnel and operating expenses.

Although the budget for libraries has been passed there has been no legislation releasing the funds to libraries. Advocates should contact their representatives requesting the funds.

Ms. Stern has applied to HealthSpark for a \$5000 grant to go towards increased utility costs.

IVPL received a bequest from Harold and Ferne Alderfer.

Hoopla costs are rising despite capping the number for free rentals for patrons and disallowing non- Souderton School District residents in Bucks County to use this service for free. (Hoopla costs are difficult to budget because IVPL is charged by the items used. Libby is a more cost effective alternative.)

**Monthly Report.** Clarification on the green + and pink- columns in the cardholder graph.

Green is for the number of cards issued and pink is the number of patrons deleted.

Motion was made by Ms. Styer with a second by Mr. Boell to approve the Consent Agenda. Unanimous Approval.

**COMMITTEE REPORTS:**

**Facilities-** Ms. Leonard. Plumbing. 'American Leak Detection' could find no water leaks in our plumbing. It is thought the higher water bills are due to increased usage from more people in

the building (since 2019) and higher water prices. Electrical. An RFP was submitted to Bergey's electric concerning the 2024 HVAC service agreement. Under cabinet lights were installed in the Staff kitchen in time for the Wine Tasting event. Thanks to Jim Styer for the assist. Parking Lot light sensors adjusted. Ms. Leonard received an appreciation call from Landis Market employees who park there in early morning and late evening. Discussions about interior LED replacements postponed until next year pending budget flexibility. Painting of the Community Room is scheduled for Dec. 21-22.

**Foundation of Friends-** Ms. Ferretti. The Wine Tasting Event was a success again. It grossed \$16,382 (\$.54 less than last year!) with 222 tickets sold. The FOF and BOT gift basket challenge ended in a tie. (22 total gift baskets were donated.) The Beer Fest Committee continues to meet with a point person needed to contact home brewers about participating.

**Personnel-** Ms. Stern. Mimi Bell's retirement breakfast celebration is scheduled for 9:00am on Friday, her last day of employment with IVPL. She is a long-time Circulation employee.

**Strategic/Marketing Plan-** Ms. Stern. Michelle Kane, marketing consultant met with staff to present findings on their strengths and weaknesses. Her information was considered very helpful.

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

**Policies-** Mr. Boell. Collection Development policy will be ready for another review at our January meeting.

**OLD BUSINESS:** Ms. Stern. No report.

**NEW BUSINESS:** Mr. Darren Johnson presented the 2024 Draft Budget. This budget includes: increases in utility costs, raises for the staff, 7% increase in health care rates, and an increase in Commercial Liability insurance. We anticipate a decrease in Fire Protection insurance due to changing the carrier. Ms. Stern will look into changing the upcoming photocopier contractor and perhaps the HVAC as well.

It was suggested the BOT help the FOF with its budget and fundraising efforts by naming projects it could support for 2024. Top suggestions are: upgrades to make bathrooms ADA compliant, improve the Book Sale Annex, and change the indoor lighting.

**PUBLIC COMMENT:** Ms. Farina stated the Boards is doing a fine job.

The meeting adjourned at 9:12a on a motion by Ms. Styer and a second by Ms.Leshinskie. Unanimous approval.

Respectfully submitted,

Wendy Leshinskie, Secretary

**Volunteer Lunch:** December 8 from 12:00p- 2:00p

**Foundation of Friends Meeting:** December 13 at 7:30am in the Community Room.

**Joint Board and FOF Meeting:** December 21 at 8:00a in the Community Room.