TMPL Board Meeting Minutes
May 28th, 2024

Attendees: Sarah Kratz, Donna McBride, Linda West, Dave Bradley, Kelli Bradley, Angela Demarco, Liza Daly (New Member)
Absent: Maura Kennedy, Diane Shannon
Visitors: none

Call to order:
6:32 PM by Dave

Agenda:
Kelli moved to approve the agenda; seconded by Linda for a unanimous vote.

Minutes:
Kelli moved to approve the March 28th, 2024 meeting minutes; seconded by Sarah for a unanimous vote.

Public Comment: none

President's Report:
None

Director's Report:
Copies of the full report were provided via e-mail to trustees.

Linda reported on the following items:

- Staffing and attendance continue at acceptable levels. Item closed.
- Summer hours started (6/29 to 8/31). Can close Saturday early for 10 weeks but still need non-standard hour requirements. Will request non-standard waiver next year. Statistics needed to support waiver request. *Open Item:* Current attendance *stats needed to ensure non-standard hours are in compliance.*
- Annual report submitted and passed county level. *Open Item: Waiting for final approval.*
- Personnel policy on sick leave/vacation usage needs to be specifically defined. Employees cannot "swap out" sick leave for vacation or vice versa. Open Item: *Linda to develop policy revisions. Update not available at this meeting.*
- County Update: Getting new FAX machine. *Update not available at this meeting*
- Janitorial services issues still not up to par. Age and physical ability of person impacting his job efficiency. Pricing advantage since contractor kept same pricing for 5 years. Open Item: *Linda to investigate alternate sources. Update not available at this meeting*
- Library funding approved by Township has been received. Item closed.
- Peaked Roof repairs are now approved and in process pending grant approval by late this year (November, 2024). Item closed.
- Adventure theme this year is "Journey Across Delco" to encourage visits to libraries. Every library is supposed to have a scavenger hunt. Hunt kick-off is 6/26.
- Kindergarten Academy Read aloud sessions – volunteers needed.

- June 14th Delco Revive Training from 10-12 PM being held at Middletown Library. Three people attending – Trustees Linda West; Donna McBride and Library employee Janet Emplit.
- Proposed increase in printing costs from 15 to 20 cents for black/white prints and 25 to 30 cents for color. If approved, the proposal will go to county council by October for decision.

Treasurer's Report:
All money now received. County aid and township monies now included within the accounts.

DCLB Meeting:
- Zoom meetings will continue as an option to attend DCLB meetings. Thanks to all Library Board members for communicating insistence for remote attendance!
- DCLB Meetings – Point of Contact: Anny Laepple, Assistant Director/District Consultant.
- All meetings held at the Media Government Center, 6:30 PM or via Zoom. Register prior to attendance. Linda will send out link prior to meeting.
- Upcoming Trustee representation is scheduled as follows:

    - April 18th – Sarah
    - June 20th – Dave/Kelli
    - August 15th – Maura
    - October 17th – Donna
    - December 19th – Dave/Kelli

  Highlights of April 18th meeting –
  Unfortunately, the audio was unintelligible in some spots. Two most important aspects of this 30 minute meeting include:
  (1) DELCO Reads App makeover is now user friendly. There is a reading tracker to write book reviews. (2) Library Registration exposure Draft – outlines proposed changes for state-aided libraries which includes Tinicum Library. Feedback from board members suggests having a chat open to alert to open issues during meeting. Currently, all chat features are muted. Can only raise hand in meetings. Delaware County Library DCLB meeting minutes can be found at: Delaware County Libraries' Board of Directors | Delaware County Library System (delcolibraries.org)

Old Business:
- Will keep this item ongoing as reference only.
  Child abuse clearances were discussed and encouraged for all members. For convenience, here are links for clearances. You can also access the PA State Police link directly from the DHS site. Tinicum Library Director will keep all clearances on file in office. Make sure you mark that you are a volunteer and you won't have to pay the fees.

  https://epatch.pa.gov/home PA State Police Criminal History Clearance

  https://www.dhs.pa.gov/KeepKidsSafe/Clearances/Pages/default.aspx PA Child Abuse Clearance

New Business:

- None

Announcements:

- Attendance - if unable to attend Tinicum Board meeting, a zoom meeting will be set up for you and instructions for that will be in the agenda.

- 2024 Commissioner's Meetings (6:30 PM-3rd Monday of each month):

  - April 15th, 2024
  - May 20th, 2024
  - June 17th, 2024 - Sarah
  - July 15th, 2024
  - August (NO MEETING)
  - September 16th, 2024 – Kelli (end of summer report)
  - October 21st, 2024
  - November 18th, 2024 - Donna
  - December 16th, 2024

  Board members discussed attending these meetings to monitor community actions and issues as well as provide status on open/completed Library actions. Other discussions centered around Tinicum Township's designation as a township, not a borough. The township does not have a mayor but 5 wards with commissioners. Also, the Library is not a 501(c)3 which limits grant availability and funding. Previously, in the past, the township has said no to this designation. With our integration into these meetings, the Library gains visibility as a viable community institution. And, it opens up the possibility of requesting and acquiring a 501(c)3 designation for future grants. Volunteers to attend these meetings are listed above.

- 2024 Library Trustee Board Meeting Dates: (Available via zoom if needed.)

  - March 28, 2024
  - May 30, 2024
  - July 25, 2024
  - September 26, 2024
  - November 28, 2024 (Thanksgiving 11/21)

Adjournment:

- Sarah moved to adjourn the regular meeting at 7:17 PM.
- Motion seconded by Denise; passed unanimously.

Next Meeting: Thursday, July 25th 2024 at 6:30 PM