Minutes of TINICUM MEMORIAL PUBLIC LIBRARY
Board of Directors' Meeting- 11/21/24

Attendees:

David Bradley, *President*
Sarah Kratz, *Vice President*
Kelli Bradley, *Treasurer*
Liza Daly, *Trustee*
Maura Loder Kennedy, *Trustee*
Linda West, *Library Director*

Absent:

Diane Shannon, *Trustee*

Meeting Called to Order @ 6:38pm
by President David Bradley

Motion to Approve Agenda made by Kelli
and seconded by Maura for a unanimous vote

A Motion to Postpone Approval of the 9/28/24 Board Meeting Minutes until all members have received copies was made by Kelli and seconded by Sarah for a unanimous vote. Dave will forward copies to all by email.

Public Comment: [NONE**]**

President's Report

1) Bylaws-Dave reviewed the bylaw revisions proposed at the 9/28/24 meeting and called for a motion to approve. Kelli made a motion to approve the revisions, Maura seconded, and all said "Aye", for a unanimous vote to approve. The following amendments will be incorporated into the bylaws of the Board of Directors of Tinicum Memorial Public Library:

   - meeting time shall be 6:30pm, not 7pm
   - meetings shall be held January, March, May, September, and November
   - proportionate with the reduced number (from six to five) of meetings annually, the number of meetings missed (without prior notice) which shall be cause for a member's dismissal from the board will be three (3) instead of four (4)

2) Phoenix Security-Dave reported that he had spoken with Eric of Phoenix Security Systems regarding the technical issues the library has been experiencing, and that Eric's suggestion is for TMPL to purchase a decoder, a piece of equipment which will prevent the auto-signoff that causes the monitor to shut down (screen blackout) and which will allow the system to communicate more efficiently with other devices. Eric said he would sell the device to TMPL at company cost, $300-400.

   Discussion: There was a general feeling of apprehension about spending additional money on improvement/upgrade/repair software, since (it was estimated) the security system was installed within the previous 12-18months. When Linda noted that the issue is specific to one monitor, and that her phone and laptop have been unaffected, there was

further concern that the decoder might not solve the problem. It was generally agreed that PSS's technician has been ineffectual at resolving complaints and that Dave's plan for Linda and himself to meet with Eric (sans decoder) for one last attempt at correcting the problem is a good one, since Phoenix is a local business. It was further agreed that if the issue is not resolved at that time, the Board will consider other service providers. There is no contract in effect at this time between TMPL and Phoenix Security Systems. ***Linda observed that TMPL was billed by Phoenix for a systems inspection which was never done.***

3) Treasurer's Responsibilities-Dave noted that the burden of handling all the treasury tasks is a cumbersome one which Kelli has shouldered for a long time. He asked if anyone is willing to share the responsibilities of the office.

Discussion: Linda volunteered to help, but Kelli and Dave both declined to accept, noting that Linda already does more Board work than her position as Director requires of her or than her time would allow. Kelli suggested that it would be helpful if another Board member simply learned how to do the work of the Treasurer, and Maura expressed willingness. Kelli assured Maura that January would be soon enough to begin the process of learning.

4) Vacancies of Board Positions-Dave informed the Board members that Donna McBride has resigned from the board, leaving a vacancy in the position of Secretary. Together with former Trustee Angela Demarco's recent resignation, there are now two

vacancies on the Board.

Discussion: Linda recently spoke with a few of the parents from the children's programs who have expressed interest in joining the board and will follow up with them. Maura remarked that she might suggest to her husband that he join the board, and she will meanwhile post about the vacancy on her personal social media accounts.

5) Voting on Nominations-Dave reported that all nominations were for board members and officers to continue in their current positions:

President: David Bradley
Vice President: Sarah Kratz
Treasurer: Kelli Bradley
Trustee: Maura Loder Kennedy
Trustee: Liza Daly
Trustee: Diane Shannon

A motion to approve the nominations and for all members and officers to retain their positions was made and seconded, and unanimously approved.

Discussion: Dave suggested that the vacancy in the Secretary position be filled by Liza, who is willing but who is also being considered for the vacancy in the children's librarian position, to be filled in January. It was decided that no immediate decision is necessary. Liza will prepare the minutes of this meeting.

Director's Report-A copy of the Director's Report was sent by Dave via email and received by all members:

OTHER DISCUSSIONS

Sarah inquired about assisting with the library's e-newsletter. Linda and Sarah will collaborate to produce the publication during Tori's new-mom period.

A motion to adjourn the meeting was made, seconded, and approved unanimously at 7:40pm.

NEXT MEETING: January 30, 2025 at 6:30pm.

Addendum to the Minutes
of the Board of Directors' Meeting (11/21/24)

Re: Delaware County Libraries 2024 Trustee Training:

Easy Advocacy All Year Long

conducted by

Christi Buker, Executive Director of the Pennsylvania Library Association

There was a general discussion of the 11/21/24 seminar sponsored by the **PA Library Association** and **Delaware County Libraries**, attended via Zoom link by Board President David Bradley, Treasurer Kelli Bradley, and Trustees Maura Loder Kennedy and Liza Daly. The topic was introduced by Kelli, who also shared by email the information links from the training session.

The members of the meeting discussed bullet points of the training, and all generally agreed that the most applicable strategies for soliciting funding support from township officials and from the community are 1) **sponsoring a Commissioners' Breakfast**, 2) **creating photo opportunities for elected officials, business leaders, and organization representatives at library events**, and 3) **inviting potential sponsors/donors/budget decisionmakers to be guest readers** at story time events. The possibilities for each strategy will be re-visited at the next meeting, in January 2025, when a plan for action will be formulated. All trustees in attendance committed to keeping library advocacy at the forefront of board concerns and conversations.