

TMPL Board Meeting Minutes

September 25, 2025

Attendees: David Bradley, Kelli Bradley, Maura Kennedy, Sarah Kratz, Diane Shannon, IdaMae Sinclair, Linda West, Alysa Williams

Call to Order:

- 6:38PM by David Bradley

Agenda:

- Maura moved to approve the agenda. Sarah seconded the motion; passed unanimously

Minutes:

- Sarah moved to approve the May 2025 minutes. Maura seconded; motion passed unanimously

Public Comments:

- No public comments

President's Report:

- Dave introduced Alyssa Williams as a new member of the Board
- Dave discussed that nominations for officers are due in November. He went over all of the terms and whose terms are expiring as of January 2026. He explained the different positions and that officer terms are 1 year and member terms are 3 years. He confirmed that at the end of the meeting the Board will nominate officers and take a vote at the November meeting
- Dave discussed the Farmer's Market. This was the first year the Library had a community outreach table. The Board agreed there was a positive impact from the table and discussed ways to make the table more engaging for future events. Will have a table at next year's series. Library planning on having a table at the remaining Farmer's market events for the year and at the Township Community Day
- Dave brought up the Strategic Plan. He reached out to the Bureau of Library Development at the state level. There is a free webinar and he will put together a list of resources so the Board can put together a timeline, important topics and objectives for the Library. Mentioned that this would be useful for 501(c)(3) status and for grants

Director's Report:

Copies of full report were provided via email to trustees.

- Linda reviewed the following items from the Director's Report:
- Memorial Donations totaled to \$595
- Puzzlethon generated \$225 in donations
- Thank you notes/Correspondence: Thank you notes sent to those who donated in memory of Patty. A \$40 contribution was made to the Library from travelers from New York
- Summer Wrap-Up: the pool events had good feedback and the Library will do it again next year

- Beanstack stats: 21 active readers, 28 new readers, 8 challenges completed, 500 badges earned, 6,306 minutes of reading, 8 kids completed their 1,000 books before kindergarten. 'Fall into Reading' event will take place November 19th
- Library lights: new lights installed on the main floor. The inner sliding doors were repaired at \$300. The back door is off its hinges which is a safety issue; Commissioner McCarthy will have someone come to repair it
- PA State Budget: State aid is due 10/29, and it is recommended to use the same funding amount as last year; \$20,239.00
- Library Budget: currently in the works
- Trustee Training: Will take place on 11/19 via Zoom. Registration required and the Board needs at least 2 attendees. This year's training is 'Meetings that Matter'
- Bake/Book Sale: Taking place 10/18-10/24, donations needed
- Furniture: Computer chairs need to be replaced as they are wearing down. Sarah suggested there might be a grant opportunity for this. Maura mentioned possibly seeking donations from office buildings. Cost per chair is expensive.
- LAMP: Apply for Library of Accessible Media for Pennsylvania; account for those with physical and vision disabilities. It is a free reader that is sent via mail for a certified user

Treasurer's Report:

- Reports sent to Board via Kelli mentioned herein by reference. Kelli went over the report from January 1, 2024 - June 30, 2025. First half of 2025, income totaled to \$201,470.90 and expenses totaled to \$103,361.75.
- It was suggested to utilize Museum Passes more and advertise for them more since they do come at a cost to the Library but are free for Library members
- Overdue book fines ended May 2025. Changed to replacement fines
- E-book expenses are costly and not as many purchased this year
- New cleaning services increased the expenses for the year, as did new security camera repairs
- Kelli mentioned the Legislative Breakfast will take place March 6, 2026. Library Board members are invited to attend with State and County Legislators, Township Commissioners, and School Board. The event will discuss what funding is going towards, ways to continue funding and gain more, as well as the Library and Community involvement

DCLB Meeting:

- June meeting was attended by Maura
- Highlights:
 - The DCL Policy Committee and member libraries directors recommended to the board revisions to the Overdue Fine Maximum and Blocking of Patrons sections of the policy. Motion to approve made
 - Upper Darby's TAB program attend and do a presentation. It's the teenage advisory board. They have 35 teens involved. Definitely something to consider trying to start for the Library or just general teen programs too. Their TAB program even went to Harrisburg to meet with legislators
 - The Delaware District 2025-2026 DNA was approved on June 10 by the Office of

Commonwealth Libraries

- DCL will again host a County-Wide In-Service later in the year. Planning has begun and a date is forthcoming. Libraries will be asked to close for the day so as many staff as possible can participate

Old Business:

- 501(c)3 designation:
 - Need LLC - Maura will reach out to Township Solicitor on status. No further updates have been given
 - Once tax exempt, Library will have access to more grant funding
- Linda gave an update on ongoing issues with the security system. Windows update created issues and Eric from Phoenix resolved the matter after many attempts. Maura suggested possibly time to consider new service provider

New Business:

- September meeting - nominations for officers will be due for next meeting.
 - Kelli and Maura terms are up in 2026
 - Discussed in more detail in President's report

Announcements:

- Attendance - if unable to attend the Board meetings in person, contact Linda to set up Zoom call if necessary
- DCLB Meetings 2025 - Zoom info will be sent. Upcoming meetings:
 - October 16th - Maura, Diane, IdaMae
 - December 18th - Dave & Kelli
- Commissioners Meetings 2025 - There will be a budget meeting and workshop that is yet to be announced. Upcoming meetings:
 - October 20th - Sarah and possibly Maura
 - November 17th - Need volunteers
 - December 15th - Need volunteers
- Trustee Meetings 2025:
 - November 20th

Adjournment:

- Kelli made a motion to adjourn the meeting, seconded by Maura and approved unanimously. Meeting adjourned at 7:43pm.

Next Meeting: Thursday, November 20th @ 6:30PM

Respectfully submitted,
Maura Kennedy, Trustee Board Member