

**MONTGOMERY COUNTY-NORRISTOWN PUBLIC LIBRARY  
BOARD OF DIRECTORS' MEETING**

Monday, October 18, 2021 at 4:30 p.m.  
Via Zoom meeting

**PRESENT**

Mark Turetsky	Chuck Wilson	Jules DeLuzio	Cathy Sweeney
Theresa Martini			

**ABSENT**

Kelly Isett	Mary Metz	Doug McCann
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**STAFF PRESENT**

Karen DeAngelo, Executive Director  
Tracey Reed, District Consultant  
Thomas Fluharty, Director of Operations  
Li Kang, Accountant and Benefits Administrator  
Cliff Hirst, Administrative Assistant

**OTHERS PRESENT**

None.

**CALL TO ORDER**

President Cathy Sweeney called the meeting to order at 4:37 p.m. via Zoom meeting.

**APPROVAL OF MINUTES**

Mark **moved** to approve the minutes of the September 20, 2021 Board Meeting. Theresa **seconded** the motion. **The motion passed.**

**REVIEW OF FINANCIAL STATEMENT**

Chuck Wilson

The following is a summary of the financial statements for the month ending September 30, 2021 as presented by Chuck Wilson at the meeting:

	YTD Actual	YTD Budget
<b>REVENUES</b>		
State & Municipal Support	\$4,057,941.03	\$3,959,570.50
Endowments and Investments	\$12,156.05	\$22,503.00
Grants and Fundraising	\$36,164.67	\$79,875.00
Fines and Service Income	\$31,303.75	\$47,902.00
<b>Total Revenue</b>	<b>\$4,137,565.50</b>	<b>\$4,109,850.50</b>
<b>EXPENSES</b>		
Total Personnel costs	\$2,459,587.72	\$2,602,755.67
Library Materials	\$427,519.86	\$546,962.95
Furniture & Equipment	\$15,689.58	\$29,399.90
Automation	\$80,269.02	\$83,331.26
Operating expenses	\$325,962.24	\$373,689.02
<b>Total Expenses</b>	<b>\$3,309,028.42</b>	<b>\$3,636,138.80</b>

**MONTGOMERY COUNTY-NORRISTOWN PUBLIC LIBRARY  
BOARD OF DIRECTORS' MEETING**

Chuck reviewed the financial statements ending September 30, 2021. Total revenue is favorable to budget. Total expenses are also favorable to budget.

Jules **moved** to file the financial statements for audit. Mark **seconded** the motion. **The motion passed.**

**APPROVAL OF BILLS OVER \$1,000**

Chuck reviewed the bills over \$1,000.00 for October 2021. Theresa **moved** to approve the bills over \$1,000.00. Jules **seconded** the motion. **The motion passed.**

**PRESIDENT'S REPORT**

Cathy Sweeney

Cathy reported on the annual fundraiser, "Booktoberfest," that was held at the Elmwood Park Zoo on Thursday, October 14, 2021. Net income was about \$5,000.00. Cathy discussed the annual appeal letter, which is to be mailed during the first week of November.

Cathy noted that there is a need for two volunteers from the Board to join the Policy and Planning Committee. Karen noted that serving on this committee would involve working on the development of a strategic plan for a period of six to nine months, with monthly meetings. In addition, many of our policies have not been reviewed in many years, and Karen would like the committee to review policies on an ongoing basis. Theresa Martini volunteered to join the committee, and Mark expressed willingness to participate on the committee as a non-board member after his board term ends in December of this year.

**EXECUTIVE DIRECTOR'S REPORT**

Karen DeAngelo

Karen presented her report. Karen will have jury duty on November 1, 2021. Karen discussed the matter of library fines. She noted that we take in much less in fines than in years past, that many libraries are going fine free, and that we might consider reducing or eliminating fines at some point in the future. Karen suggested that fines should not be used to support operating expenses.

Karen discussed rental fees. In the past we have budgeted for revenue of about \$7,500.00 per year for rental fees. Karen asked the board to eliminate rental fees to promote equity. Rental fees fall most heavily on those who can least afford them.

Mark **moved** to eliminate all rental fees for library materials effective January 1, 2022. Theresa **seconded** the motion. **The motion passed.**

Tom reported on the vehicle fleet. The #6 Bookmobile has been taken out of service and all library materials have been removed from the vehicle. The vehicle will be donated. The Books

**MONTGOMERY COUNTY-NORRISTOWN PUBLIC LIBRARY  
BOARD OF DIRECTORS' MEETING**

Go Round is in the shop again for repairs. The Books Go Round is due for replacement in the next two years. The Bookmobile & Outreach Services Department presently has four vacant full-time positions.

The board holiday dinner scheduled for December 2, 2021 is cancelled. Instead, we will have a board meeting via Zoom on Monday December 13, 2021. This will be Doug's and Mark's last board meeting, as their terms on the board expire at the end of this year.

**DISTRICT CONSULTANT'S REPORT**

Tracey Reed

Tracey Reed presented her report. Tracey attended the Pennsylvania Library Association's virtual annual conference. Diversity, equity, and inclusion, board development, and fundraising were the major themes this year.

**FRIENDS OF MONTGOMERY DISTRICT LIBRARY CENTER REPORT**

Doug McCann

In Doug's absence there was no report. Karen thanked the Friends for their \$1,500.00 Giraffe sponsorship of BooktoberFest, and for their very generous contribution of a gift basket to the silent auction.

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

Chuck **moved** to approve the Mobile Beacon Hotspots Policy as presented at the meeting. Jules **seconded** the motion. **The motion passed.**

Mark **moved** to approve the Pennsylvania Department of Education eSignature Resolution as presented at the meeting. Jules **seconded** the motion. **The motion passed.**

Cathy reviewed correspondence from the Perkiomen Valley Library regarding their annual salary contribution.

**PUBLIC COMMENTS**

None.

**ADJOURNMENT**

Mark **moved** to adjourn the meeting. Chuck **seconded** the motion. **The motion passed.** The meeting adjourned at 5:33 p.m.

Respectfully submitted,

**MONTGOMERY COUNTY-NORRISTOWN PUBLIC LIBRARY  
BOARD OF DIRECTORS' MEETING**

Cliff Hirst  
Administrative Assistant

**Next Board Meeting: The next board meeting is scheduled for 4:30 p.m. on Monday, November 15, 2021, in the Community Room at the Montgomery County-Norristown Public Library.**