

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

Monday, May 16, 2022 at 4:30 p.m.  
Via Zoom

**PRESENT**

Cathy Sweeney	Theresa Martini	Mary Metz	Chuck Wilson
Mary Treisbach	Brian Mays	Cynthia Wirth	

**ABSENT**

Jules DeLuzio	Angie Hinton	Chantelle Silverio
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**STAFF PRESENT**

Karen DeAngelo, Executive Director	Cliff Hirst, Administrative Assistant
Li Kang, Accountant/Benefits Administrator	

**OTHERS PRESENT**

None.

**CALL TO ORDER**

President Cathy Sweeney called the meeting to order at 4:32 p.m.

**APPROVAL OF MINUTES**

Theresa Martini **moved** to approve the minutes of the April 18, 2022 Board Meeting. Brian Mays **seconded** the motion. **The motion passed.**

**REVIEW OF FINANCIAL STATEMENT**

The following is a summary of the financial statements for the month ending April 30, 2022, as reviewed at the meeting by Treasurer Chuck Wilson.

	YTD Actual	YTD Budget
<b>REVENUES</b>		
State & Municipal Support	\$2,401,360.11	\$2,146,554.36
Endowments and Investments	\$4,975.66	\$6,266.64
Grants and Fundraising	\$57,472.03	\$54,916.71
Fines and Service Income	\$7,548.02	\$13,964.28
<b>Total Revenue</b>	<b>\$2,471,355.82</b>	<b>\$2,221,701.99</b>
<b>EXPENSES</b>		
Total Personnel costs	\$1,158,919.49	\$1,324,278.74
Library Materials	\$122,704.59	\$222,000.00
Furniture & Equipment	\$37,589.17	\$20,666.72
Automation	\$29,546.74	\$33,426.67
Operating expenses	\$159,045.26	\$185,467.38
<b>Total Expenses</b>	<b>\$1,507,805.25</b>	<b>\$1,785,839.51</b>

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

Chuck reported on the financial statements. Total revenue is favorable to budget, as are total expenses. Chuck **moved** to file the financial statements for audit. Theresa **seconded** the motion. **The motion passed.**

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

Chuck reviewed the bills over \$1,000.00 for April/May 2022. These payments totaled \$147,341.85. Chuck **moved** to approve the bills over \$1,000.00. Theresa **seconded** the motion. **The motion passed.**

**PRESIDENT'S REPORT**

Cathy Sweeney

Our June Jazz annual fundraiser will be held on Thursday, June 2, 2022 from 5:00 p.m. to 8:00 p.m. at the Elmwood Park Zoo. Please reach out to your networks to solicit sponsorships. Board members are encouraged to contribute wine and/or spirits to the silent auction.

**EXECUTIVE DIRECTOR'S REPORT**

Karen DeAngelo

- The field work for the audit is complete.
- We have hired Christy Lazzarino as Youth District Consultant. She will start on May 23, 2022.
- Branch Manager Harry Hoy at Conshohocken has resigned; he received a full scholarship for graduate study in library science. We are searching for his replacement. The Conshohocken Advisory Board would prefer that we hire someone with connections to Conshohocken. The Advisory Board may provide for a retention bonus, but strictly at their own cost.
- This coming Thursday, May 19, 2022 the Board will have a Strategic Plan Discussion with consultant Rich Bowra. The meeting will be in the Board Room from 5:00 p.m. to 7:00 p.m.
- On Thursday, May 26, there will be a Community Leaders Discussion regarding the Strategic Plan in the Board Room. Additional community leader participants would be welcome.
- Karen has been invited to join the Rotary Club of Norristown. Her membership will be sponsored by Denise Ashe.
- Our Schwenksville Branch's building needs more structural repairs. These additional repairs are presently estimated to cost \$20,000.00. Actual costs may be higher depending on what is found during the work.

**DISTRICT CONSULTANT'S REPORT**

Tracey Reed

Tracey Reed was not present. Her written report was provided to the Board.

**FRIENDS**

Mary Treisbach

The Friends will be contributing an International Basket for June Jazz, in addition to their Giraffe Sponsorship of the event. The Friends continue to work on outreach. Membership numbers are down slightly, but membership revenue is up slightly. Fewer people are making

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

larger contributions on average. The Friends will be working with Tracey Reed on their by-laws and recruiting new members onto the Board. Mary noted that the Friends have a number of tickets to the Morris Arboretum that will expire at the end of June; please reach out to Mary if you would like some. Strategic Planning Consultant Rich Bowra will be joining the Friends Board Meeting tomorrow.

**OLD BUSINESS**

Cliff asked that all Board members who have not already done so please complete and return their conflict-of-interest forms.

**NEW BUSINESS**

Karen reviewed the proposed Revised Security Camera Policy with the board. It has been updated to apply to all library buildings, as appropriate. Chuck **moved** to approve the Revised Security Camera Policy as presented to the Board at this meeting. Brian **seconded** the motion. **The motion passed.**

Mary Metz **moved** to commence Saturday summer hours of 10 a.m. to 2 p.m. on July 2, rather than the previously-approved July 9, at the Main Library in Norristown. Cynthia **seconded** the motion. **The motion passed.**

**PUBLIC COMMENTS**

None.

**ADJOURNMENT**

Brian **moved** to adjourn the meeting. Mary **seconded** the motion. **The motion passed.** The meeting adjourned at 5:20 p.m.

Respectfully submitted,  
Cliff Hirst, Administrative Assistant

**Next Board Meeting: The next Board meeting is scheduled for Monday, June 20, 2022 at 4:30 p.m. in the Board Room of the Montgomery County-Norristown Public Library.**