

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

**Monday, June 24, 2024, at 4:30 p.m., by Zoom Meeting
Board Meeting**

PRESENT

Jules DeLuzio	Theresa Martini	Laura Smith	Mary Metz
Brian Mays	Cathy Sweeney		

ABSENT

Chantelle Silverio	Cynthia Wirth	Angie Hinton
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STAFF PRESENT

Karen J. DeAngelo, Executive Director	Cliff Hirst, Executive Assistant
Katie Dunbar, Youth District Consultant	Eileen Hallstrom, Director of Development
Tom Fluharty, Director of Operations	Kimberly Illingworth, Accountant

OTHERS PRESENT

Susan Zeager	Elizabeth Naidoo	Rob Barth
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CALL TO ORDER

President Jules DeLuzio called the meeting to order at 4:31 p.m.

Karen introduced Liz Naidoo, a long-time Norristown resident working in architectural consulting. Ms. Naidoo asked the Board to recommend her to the County Commissioners for membership on the Board. Rob Barth, Certified Financial Planner with Aventine Financial Group, was also present. Mr. Barth suggested that the Library board consider putting out an RFP for financial services at some point in the future.

APPROVAL OF MINUTES

Laura **moved** to approve the minutes of the May 20, 2024, Board meeting. Mary **seconded** the motion. **The motion passed.**

REVIEW OF FINANCIAL STATEMENTS

The following is a summary of the financial statements for the month ending May 31, 2024, as reviewed at the meeting.

	YTD Actual	YTD Budget
REVENUES		
State & Municipal Support	\$3,745,048.38	\$2,689,302.14
Endowments and Investments	\$698310.25	\$38,125.00
Grants and Fundraising	\$42984.97	\$52,416.65
Fines and Service Income	\$9869.07	\$20,514.19
Total Revenues	\$4,496,212.57	\$2,800,357.98
EXPENSES		
Total Personnel costs	\$168,741.22	\$1,822,684.30
Library Materials	\$158,907.13	\$305,761.00

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Furniture & Equipment	\$18,865.91	\$19,696
Automation	\$65,209.35	\$67,835.50
Operating expenses	\$171,519.01	\$248,592.50
Total Expenses	\$2,095,242.62	\$2,464,569.30

Mary reviewed the financial statements. Cathy **moved** to file the financial statements for audit. Laura **seconded** the motion. **The motion passed.**

APPROVAL OF BILLS OVER \$1,000

Mary reviewed the bills over \$1,000.00 for May 15 to June 21, 2024. These payments totaled \$153,352.92. Laura **moved** to approve the bills over \$1,000.00. Cathy **seconded** the motion. **The motion passed.**

PRESIDENT’S REPORT

Jules DeLuzio

- Jules reported that June Jazz was a great success: he and his guests really enjoyed the Gardyn Jazz Orchestra. He said he was very pleased with the financial performance of the event, especially that expenses have gone down over the past few years. He noted that event sponsorships were lower than last year, but that other local nonprofits have seen sponsorships go down as well.
- Jules reported that the Finance Committee reviewed the Tompkins Bank Investment Proposal prepared by Michael Hendrickson dated May 31, 2024, and recommends that Board approve that proposal under New Business later in this meeting.

EXECUTIVE DIRECTOR’S REPORT

Karen DeAngelo

- Karen introduced Eileen Hallstrom, Director of Development. Karen reported that we are almost ready to announce the new hire for Branch Manager at Upper Perkiomen Valley Library. Li Kang has retired. Second interviews for the District Consultant position have been scheduled and we expect to make an offer soon.
- Tom reported that he is working on filling three positions: Assistant Department Head of Technical Processing, Bi-lingual Teen Lead, and an Extension Bookmobile Operator.
- Karen reported that she intends to sign a lease for the 1700 Markley space upon the approval of our Attorney.
- I attended the Delaware Valley Health Trust’s Annual Meeting, where I met several Township Managers from Montgomery County.
- Under New Business later in this meeting I will ask you to approve an expenditure of \$18,576.00 over a two-year period for the MLIS Scholarship Program for our Circulation Department employee Petina Georgieva. The scholarship program requires the employee to work for MC-NPL for no less than two years after they complete their degree program.

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- Mindy Lipsky, the former Library Director of the Pottstown Regional Public Library, has been appointed Library Director at Lansdale Public Library. Pottstown has appointed their Board President as acting Library Director.

FRIENDS

Susan Zeager reported that the Friends currently has four active board members. She added that she is very pleased that the library has hired Eileen Hallstrom as Director of Development. The Friends look forward to working closely with Eileen. The Friends 50/50 raffle raised \$207.00 for June Jazz.

DISTRICT CONSULTANTS' REPORT

Katie Dunbar, Youth District Consultant

- Katie reported that this year's author for the annual Teen Author Tour will be Danielle Clayton. On August 14, Ms. Clayton will present at two in-person events, one at Abington and one at Indian Valley. Both events will be live-streamed.
- Child Development Foundation has again granted us funds to provide books and accessibility items for youth with disabilities for all the libraries in the District and provide more training. This year's amount is \$7,423.00.
- Very few libraries are participating in Science in the Summer this year.

NEW BUSINESS

- The Finance Committee **moved** to approve the Tompkins Bank Investment Proposal prepared by Michael Hendrickson dated May 31, 2024. Cathy **seconded** the motion. **The motion passed.**
- Theresa **moved** to approve the expenditure of \$18,576.00 over a two-year period for the MLIS Scholarship Program for Petina Georgieva, beginning August 2024 and completing August 2026, (\$9,288.00 per year). Laura **seconded** the motion. **The motion passed.**

PUBLIC COMMENT

Robert Barth stated that the Board and Administration had done a good job developing the MC-NPL Investment Policy. He suggested that the Board consider putting out an RFP for financial services at some point in the future.

ADJOURNMENT

Mary **moved** to adjourn the meeting. Laura **seconded** the motion. **The motion passed.** The meeting adjourned at 5:18 p.m.

Respectfully submitted,

Cliff Hirst, Executive Assistant

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The next Board meeting is scheduled for Monday, September 16, 2024, at 4:30 p.m. in the Board Room of the Montgomery County-Norristown Public Library.