

Montgomery County-Norristown Public Library

Board of Directors Meeting Minutes

**Monday, September 16, 2024, at 4:30 p.m., in the Board Room
Board Meeting**

PRESENT

Jules DeLuzio	Theresa Martini	Laura Smith	Mary Metz
Cathy Sweeney			

ABSENT

Brian Mays	Cynthia Wirth	Angie Hinton
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STAFF PRESENT

Karen J. DeAngelo, Executive Director	Cliff Hirst, Executive Assistant
Kate Shaw, District Consultant	Eileen Hallstrom, Director of Development
Kimberly Illingworth, Accountant	

OTHERS PRESENT

Kevin Wallace and Melissa Sais of Campaign Counsel, David Hahn and Meera Ponnappa of Montgomery County, Laura Gamble of Kimmel Bogrette Architecture + Site, and Robert Barth of Aventine Financial

CALL TO ORDER

President Jules DeLuzio called the meeting to order at 4:33 p.m.

APPROVAL OF MINUTES

Mary **moved** to approve the minutes of the June 24, 2024, Board meeting. Laura **seconded** the motion. **The motion passed.**

REVIEW OF FINANCIAL STATEMENTS

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

	YTD Actual	YTD Budget
REVENUES		
State & Municipal Support	\$5,296,840.18	\$4,319,903.29
Endowments and Investments	\$4,182,425.40	\$61,000.00
Grants and Fundraising	\$70,075.02	\$109,466.64
Fines and Service Income	\$14,566.10	\$33,087.68
Total Revenues	\$9,563,906.70	\$4,523,457.61
EXPENSES		
Total Personnel costs	\$2,517,404.72	\$2,910,354.28
Library Materials	\$308,546.58	\$489,820.00
Furniture & Equipment	\$121,696.85	\$31,516.00
Automation	\$106,828.37	\$108,209.25
Operating expenses	\$383,452.62	\$443,953.00
Total Expenses	\$3,437,929.14	\$3,983,852.53

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

APPROVAL OF BILLS OVER \$1,000

Mary reviewed the bills over \$1,000.00 for June 22 to September 13, 2024. These payments totaled \$666,301.26. Laura **moved** to approve bills over \$1,000.00. Theresa **seconded** the motion. **The motion passed.**

PRESENTATION BY CAMPAIGN COUNSEL

Eileen Hallstrom introduced Kevin Wallace and Melissa Sais of Campaign Counsel. Wallace and Sais presented their proposal to perform a Capital Campaign Planning Study. Campaign Counsel specializes in libraries. Under the proposal, Library staff would schedule interviews with stakeholders that Campaign Counsel staff would conduct. The process could take as much as twenty months, but it might be completed in less time than that. The Board took up the matter under New Business, below.

PRESIDENT'S REPORT

Jules DeLuzio

The Board Holiday Dinner is scheduled for Tuesday, December 3, 2024. Jules recommended that we hold the meeting at Maggiano's Little Italy King of Prussia, where the Holiday Dinner was held last year. All those present agreed. Administration staff, branch managers, and department heads will be invited to attend the meeting and dinner.

EXECUTIVE DIRECTOR'S REPORT

Karen DeAngelo

Karen presented her report. She introduced new employees Kate Shaw, District Consultant Librarian, and Kim Illingworth, Accountant. Karen reported that she has signed a lease for the temporary space at 1700 Markley Street, Norristown, after conferring with our attorney, per the prior authorization by the Board. Karen asked the Board to approve the application for Waiver of Standards for State Aid, and to recommend to the County Commissioners the appointment of Elizabeth Naidoo to the Library Board of Directors. All these matters were taken up under New Business, below.

FRIENDS

The Friends will be meeting tomorrow. Eileen Hallstrom will be the Friends liaison with the Library going forward.

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DISTRICT CONSULTANTS' REPORT

Kate Shaw, District Consultant

- Kate presented her report. She has created an ILL Users group for the District. This Group will create a shared definition and eventually a streamlined process for ILL District-wide. Kate is also working on setting up District-wide participation in the Office of Commonwealth Libraries' Chat with a Librarian service.

NEW BUSINESS

- **Theresa moved** to adopt the following Waiver of Standards Resolution: "WHEREAS, PA Public Library Code 24 Pa.C.S. § 9332 (a) authorizes the State Librarian to waive standards for local libraries, library systems, and district centers upon application by the Board of directors of the local library. BE IT RESOLVED that the Board of Directors of the Montgomery County-Norristown Public Library requests a waiver of standards for the reporting year 2023, at a regularly scheduled meeting of the Board held on September 16, 2024." Laura **seconded** the motion. **The motion passed.**
- Laura **moved** to recommend to the Montgomery County Commissioners the appointment of Elizabeth Naidoo to the Board of Directors of the Montgomery County-Norristown Public Library, to fill the uncompleted term of former MC-NPL Board Member Chantelle Silverio, ending December 31, 2024, and to appoint Elizabeth Naidoo to the Board for a 2025-2028 term. Mary **seconded** the motion. **The motion passed.** (motion to approve needed)
- Laura **moved** to approve the Holiday and Board Meeting Schedule for 2025. Mary **seconded** the motion. **The motion passed.**

PUBLIC COMMENT

- Robert Barth of Aventine Financial suggested that the library Board consider alternative vendors for managing its portfolio. He noted that Aventine Financial is interested in preparing a competitive proposal.

EXECUTIVE SESSION

- Cathy **moved** to adjourn the regular meeting and go into executive session to discuss a facilities matter. Laura **seconded** the motion. The motion passed.
- Laura **moved** to adjourn Executive Session to return to the Regular Meeting. Mary **seconded** the motion. The motion passed.

ADJOURNMENT

Theresa **moved** to adjourn the meeting. Cathy **seconded** the motion. **The motion passed.** The meeting adjourned at 6:33 p.m.

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Respectfully submitted,
Cliff Hirst, Executive Assistant

The next Board meeting is scheduled for Monday, October 21, 2024, at 4:30 p.m. This meeting will be fully virtual.