

**West Chester Public Library**  
415 N Church Street  
West Chester, PA 19380  
610-696-1721

### Minutes

Of the September 19, 2022, meeting of the Board of Trustees of the West Chester Public Library.

**Board Attendance:** ("x" present for meeting, virtually or in person)

X	Brooks
X	Enea
X	Faccioli
	Cooper
X	Hazley
	Kagan
X	Maddox
X	McDonald
	Nelson
X	Rayburn-Pizzica
	Rotkar
X	Wessling
X	Andrea Moore

**Guests:** None

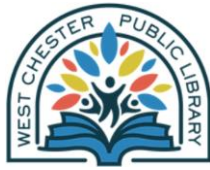
**Staff Attendance:** ("x" present for meeting, virtually or in person)

X	Dow
X	Seigele
X	Quinn

*On Monday, September 19, 2022, M. Brooks, President, called the meeting to order at 7:02PM*

**Consent Agenda:** McDonald made a motion to approve the Consent Agenda and put it on file. Faccioli seconded. The Consent Agenda was approved and put on file.

**Treasurer's Report:** Dow provided that there are no concerning trends. Waiting for Pocopson Township funds. Annual appeal is lower than expected. The furniture expenditure is the AARP grant, details are included lower in report. STEM kits are paid for and staff will compile. Will assess liquidity in Dec 2022. Wessling moved to accept the treasurer's report and place on file, Faccioli seconded. Approved and placed on file.



**President's Report:** Brooks reported continued proposed new bylaws discussion and hope is to review with full board in October or November. No new action on space planning. Reviewed a working document that will address calendaring board items. For the time being Amelia will attend the SAC meetings via Zoom, but may need someone to attend the in-person.

### **Committee and Development Reports:**

**Governance:** Enea provided that Governance will update the Board Manual and will address the new bylaws therein.

**Community:** McDonald provided updates. Community Committee met via email. Discussed art refresh, hope to have a set list of authors to provide to the Board in October or November, and still hope to have that funded by the end of the year. Discussion of organizations which we would like to partner with for funding, supplies or just for ideas and promotion of events.

**Development:** Quinn provided updates. Appeal letters will be updated, Rachel will make the letterhead changes and Quinn will email when those are ready. Oktoberfest is on 10/1/22, could use more volunteers. Have trivia planned for last hour, make and take activity for kids, Nelson will provide their cornhole game. Cooper will make the playlist. HHT have 8 homes, art studio, CCHC, and a church. The volunteer party will be October 20. HHT Committee will be in the next week or two. Most board members have pledged for the Next 150 campaign. Brochure for Next150 is finalized and will go to printer for a quote.

**Finance:** No updates.

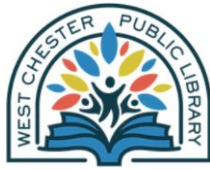
**Personnel:** No updates.

**Building:** Hazley provided that the new patio furniture is being used and successfully installed. Borough was given the estimates for the lighting updates, 10 emergency lights, 64 recessed lights and 15 fluorescent lights. Will request that be funded by Borough and also request a grant from the Community Foundation.

**Strategic Planning:** No updates.

**Parking:** Goal is to request a 15 minute loading zone. The Borough has to have an ordinance to be able to enforce the 15 minute loading zone. Parking Committee will continue to work with the Borough on this idea.

**Old Business:** Space planning update: no updates. Next150 is covered above. Brooks provided municipality updates: she approached Thornbury regarding increased funding per capita, made



a direct ask, they made no commitment for 2023. Fredda and Victoria asked Birmingham made a similar ask and had a similar result.

**New Business:** IRS 990- Kiran and Victoria have prepared this filing, Board is responsible for reviewing and treasurer will submit it for approval next month. It is important to look at it prior to next month. Filing deadline is November 15.

*McDonald made a motion to adjourn and Hazley seconded. The meeting was adjourned at 7:57PM.*