LANSDALE PUBLIC LIBRARY

Agenda for the Lansdale Public Library Board of Directors Annual Meeting 2025

Tuesday, January 7th, 2025

I. **Call to Order - 6:03pm**

II. **Roll Call (Quorum)**
   a. In Attendance: Mindy Lee Lipsky, Mary Fuller, Brianna Breish, Darian McKenzie, Ryan Weiss,
   b. Absent: John Ernst, Alex Turock, Isa Cruz, Meg Currie Teoh,

III. **Executive Director Review**
   a. Basement Flood on 12-30-24 - Outlet for sump pump was tripped; fire panel will be moved away from leak issue. Old electronics and furniture were damaged, but nothing of consequence. Other departments will support with removal of damaged items.
   b. Sprinkler Issue - Inspection - Sprinkler heads need to be replaced as part of inspection of property insurance (which will be taken over by Borough).
   c. 2025 Borough Contribution - Working with the Finance department on how the Borough's contribution will be paced. Related, currently quoting other bank options.
   d. **State Aid Update -** Resolution for Montgomery County Norristown to release Lansdale service area back to LPL. Board will vote to approve at 1/23/25 training
   e. **Board Structure**
      i. Regretfully accept the resignation of Isa Cruz, effective 2/5/25
         1. Motion by Weiss, second by McKenzie - all approve
         2. Board will start outreach to fill position
      ii. Motion to reappoint Alex Turock to 3-year term starting 2025
         1. Motion by Breish; second by Weiss

IV. **Library Budget 2025 – Approval**
   A. Formal ratification of the e-vote of the 2025 Library Budget - Board voted unanimously to approve Budget by electronic vote on 12/20/24
   B. Formal ratification of the e-vote for approval of Salaries for 2025 - Board voted unanimously to approve Budget by electronic vote on 12/20/24

V. **Finance Report –** Profit and Loss and Balance Sheet as of 12-31-2024 approval for audit.
   a. Director is working to finalize Profit and Loss for 2024 year

VI. **Program Changes**
   A. Eliminate Memberships – Motion to approve - Because LPL is moving toward being part of the state system, we no longer will be soliciting membership fees as of 1/1/25.

1. Motion made by Breish, second by Weiss - all approve

B. Increase Adult and Young Adult Offerings - More offerings being added to the calendar
C. Improve Summer Reading Program - This year's theme is Color our World. Working to expand the team planning programming and target demographics.
D. Focus on Literacies in Youth Programming
E. Add Digital Literacy Classes - Public Library Association has plug-and-play classes to use for programming. LPL will be receiving at least 10 laptops as part of a grant with Montgomery County Norristown.

VII. Policy Review and Approval for 2025

A. Bylaws – Motion to approve – no changes - prior approval on 12/20/24
B. Employee Handbook – Motion to approve - prior approval on 12/20/24
C. Conflict of Interest form – all sign – Kept in Director's Office - will be signed at 1/23/25 training
D. Development Consultant – Development Plan 2025 - prior approval on 12/20/24
E. Board of directors onboarding procedures and training - to be determined
F. Legal compliance – Plan review of organization's licenses, state filings, and tax returns - To be reviewed and approved as needed in April
G. Commitment to continue reviewing and revising policy and procedure for 2025 - Governance commitment will determine plan for policy approval
H. Approve Meeting Time and regularity for 2025 (Minimum 4 times per year) - Motion to adopt new meeting schedule (as outlined below);
    a. Motion by Breish; second by Weiss

VIII. Announcements

IX. Public Comment

X. Adjournment - 7:20pm

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2025 Meeting Schedule: First Tuesday of the Month (Unless otherwise noted below)

January 7th, 2025 – Annual Meeting – 6 PM

January 23, 2025 - Board Training - 6:30pm

February 2025 – Committee Meetings

March 2025 No Meetings – Director will send report via email

April 1st, 2025 – Board Meeting 6 PM

May 2025 - Committee meetings

June 3rd, 2025 – Board Meeting 6 PM

July 2025 - No Meeting – Director will send report via email

August 5th, 2025 – Board meeting

September 2025 – Committee meetings

October 2025 TBD – Board Training

November 2025 TBD– Board meeting

December 2025 – No Meeting – Director will send report via email