

**West Chester Public Library**

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

**Minutes**

Of the December 20, 2021 meeting of the Board of Trustees of the West Chester Public Library.

**Board Attendance:** M. Brooks, A. Rayburn-Pizzica, T. Faccioli, K. Rotkar, S. Lavin, D. Enea, S. McDonald, C. Hazley, H. Wessling

**Guests:** No guests.

**Staff Attendance:** V. Dow, C. Quinn, H. Siegele

On Monday, December 20, 2021, *M. Brooks, President, called the meeting to order at 7:02 pm.*

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

**Treasurer's Report:** H. Wessling provided an overview of the Treasurer's Report and noted/explained a few areas that are short. Updates to the budget will need to be made in response to these areas. A. Rayburn made a motion to approve the Treasurer's Report and put it on file. K. Rotkar seconded. The Treasurer's Report was approved and put on file.

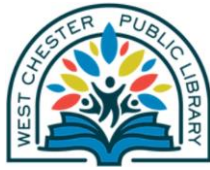
**President's Report:** M. Brooks thanked everyone, especially C. Quinn, for the effort and work in making the Holiday Home & Door Tour so successful! A reminder for everyone to contribute to the annual appeal. Finally, S. Lavin was thanked for his tenure on the board as he steps off.

**Committee and Development Reports:**

**Governance:** D. Enea provided updates current board candidates. The anonymous board review survey (on our performance/effectiveness) will be sent out via email this year – so keep an eye out for that!

**Community:** No updates.

**Development:** C. Quinn provided updates on the success of the Holiday Home/Door Tour: the event was well-attended (while lower than anticipated) and we received positive responses from homeowners AND participants/guests. We need more Holiday Home Tour Committee members – please share this opportunity with those who would be good candidates for this event!



**Finance:** No updates.

**Personnel:** No updates.

**Building:** No updates.

**Strategic Planning:** No updates.

**Parking:** C. Hazley reported that we have met with the borough regarding parking increase ideas – unfortunately the parking study doesn't currently allow for changes to assist with parking; however, there are additional ideas in the works regarding a multi-use parking spot.

**Old Business:** The free, live space-consulting, brainstorming session occurred and resulted in promising ideas and feedback from professionals/attendees for our main level. The team came with unique perspectives based on understanding how people like to and most often use libraries. The ideas will take some time and work to practically incorporate into the space, but are exciting and promising! We will be spending a lot of time reviewing and putting these plans into place this year.

H. Wessling, K. Rotkar, and S. McDonald all volunteered to serve on the nominating committee at November's meeting and worked together to organize and contact a new slate of executive officers. The slate is: M. Brooks for President, A. Rayburn-Pizzica for Vice President, H. Wessling as Treasurer, and S. MacDonald as Secretary. We will vote on this slate of officers at our January meeting. One of our goals for this year will be to formalize a board executive committee succession plan.

**New Business:** No new business – Happy Holidays!

*A. Rayburn-Pizzica made a motion to adjourn and K. Rotkar seconded. The meeting was adjourned at 7:41 PM.*