LOWER MERION LIBRARY SYSTEM

Minutes of the Board of Directors' Meeting

Township Administration Building, 75 E. Lancaster Ave, Ardmore, PA 19003

February 1, 2022

CALL TO ORDER

The regular monthly meeting of the Lower Merion Library System Board was called to order at 7:53 p.m.

PRESENT

BOARD:

Betty-Ann Izenman	President & Member-At-Large
Shawn Kraemer (Zoom)	Vice President & Commissioner Delegate
Joann Jester (Zoom)	Secretary & Member-At-Large
Kent Zehner (Zoom)	Treasurer & Gladwyne Library Delegate
David Cohen	Ardmore Library Delegate
E. Dennis (Zoom)	Bala Cynwyd Library Delegate
Stuart Kline	Belmont Hills Library Delegate
Chris Strawbridge	Ludington Library Delegate
Stephanie Tomei	Penn Wynne Library Delegate
Sarah Dufendach	Member At-Large
Christopher Dwyer	Member-At-Large

OTHERS:

Barry Levin (Zoom)	Lower Merion Library Foundation President
David Belanger	Director of Libraries
Jennifer DeAngelis	Administrative Secretary
Jean Jacobson (Zoom)	Director of Development

HANDOUTS

- February 1, 2022 Meeting Agenda
- December 7, 2021 LMLS Board Meeting Minutes
- February 1, 2022 Director's Report
- December 2021 & Preliminary January 2022 LMLS Treasurer's Reports and Financials
- DRAFT LMLS eReaders Use Policy
- Local Library Reports

PRESIDENT'S REPORT ***(Betty Ann Izenman)***

The Library Year to Come: 2022

I cannot start these comments except by saying that this, my last year as president of the LMLS Board, will be bittersweet. David Belanger has been our Director of Libraries for almost the entire six years that I've been President. He has been a literal joy to work with. As I said in my annual report, his dedication, skill, wise counsel, attention to detail AND the big picture, creativity and work ethic are unparalleled. We were so, so fortunate to have had him come here from Delaware County and have been so blessed to

have his expertise. David will be leaving LMLS in a good state—strategic plan in place - but I, personally, will miss him dearly.

David announced his retirement last month and will be leaving us as of April 1. Therefore, this is his penultimate meeting with us. Plans for a celebration of David are pending - I'll send any details via email, but I would appreciate hearing from a few volunteers to help plan something.

I reached out to Township Manager Ernie McNeely regarding the status of the Township's search for a replacement and the situation regarding an acting director, but there is nothing to report at this time.

As to my vision and thoughts for the year to come: first, I have to welcome our three new members - Sarah Dufendach, our new At-Large member, whom I mentioned in the annual report; Stephanie Tomei, the former President of the Penn Wynne Library Board, and new Penn Wynne rep; and finally, Commissioner Shawn Kraemer, the Commissioner who has replaced Anna Durbin in Ward 8 and as Chair of the Board of Commissioners Library Committee. Welcome to all three of you!

In addition, I'm happy to introduce you to Barry Levin, the new Lower Merion Library Foundation Board Chair. As I mentioned, Charlie Bloom stepped down as the longtime President of the board, and Barry stepped up and was elected. We will be having a strategic planning meeting of the Foundation Board, and Barry has already started working on revising (or adopting, it's a bit unclear), Foundation By-Laws. Please send any ideas regarding the role of the Foundation and/or the strategic plan, my way and I'll be sure to pass them along to the whole board. As you will hear later, I think there's a wonderful opportunity to reinvigorate the Foundation Board to the benefit of the system and all the individual libraries. And I think Barry's just the guy to do that.

Towards that end, I would like us to revisit the question of becoming "fine free." As we will discuss later, that appears to be the trend of the future, and we do not want to be caught flat-footed should all the libraries around us adopt it. And, as we will discuss, this could be an incremental approach – it does not need to be all or nothing. Barry's involvement in this discussion, and the input of the Foundation, will be critical to our actions moving forward. (Welcome Barry!)

I am also mindful of the fact that both David and I will be leaving, and for those of you who remember the story of how I got nominated to be President - I will most decidedly NOT be doing that to my successor, so I'll be thinking about succession planning in the months to come. (If you don't know the story, contact me privately and I'll tell you.)

Last, but certainly not least, I'd like to return to the question of equity and inclusivity within the board and the libraries. I know the staff has been working on this in several ways. I'd like to see our efforts integrated into those efforts, as well as more energy and attention paid to this initiative. It's not enough to simply put out a statement - we need to follow up.

So… all that being said, I look forward to working with all of you to continue to make the LM libraries the best that they can be!

MINUTES

Betty Ann made a motion to accept the minutes of the December 7, 2021, LMLS Board Meeting as submitted; Stuart seconded the motion; all were in favor and the minutes were approved.

TREASURER'S REPORT ***(Jennifer DeAngelis)***

Report of Financial Activity – December 2021

- December beginning balance: $283,696.92
- Sources of funds: 24,342.03
- Uses of funds: 102,505.89
- December ending balance: $205,533.06

Receipts in December include materials deposits from Ardmore, Belmont Hills, Gladwyne, Ludington, and Penn Wynne Libraries. Expenditures include books & materials, including many museum pass memberships and downloadable books; and automation.

Preliminary* Report of Financial Activity – January 2022

- January beginning balance: $205,533.06
- Sources of funds: 39,049.89
- Uses of funds: 107,952.04
- January ending balance: $136,630.91

Receipts in January include materials deposits from Ardmore, Bala Cynwyd, Gladwyne, Ludington, and Penn Wynne Libraries. Expenditures include books & materials, including museum pass memberships; and automation, including our MCLINC Membership, Constant Contact (e-newsletters), and LibCal (online events calendar).

**Pending review by the Head Librarians*

DIRECTOR'S REPORT ***(David Belanger)***

Staffing Update

- The full-time Reference Librarian position at the Ludington Library was filled by Toni Stabinski, a current part-time staff member. In addition to working for LMLS for many years, Toni worked in various positions in libraries in Delaware County.
- LMLS received over 120 applicants for the part-time Library Assistant position at the Processing Center. Staff are reviewing the applicants.
- Work has begun to advertise the position of Director of Libraries. An updated job description was drafted.

Current Status of Libraries & the Pandemic

Libraries are back to pre-pandemic hours. Staff will evaluate the use of libraries during the expanded hours and make recommendations for changes. Programs for adults began in fall on a limited basis and are going well. Programs for children were initially planned to start in January, but due to the Omicron surge, those programs were mostly canceled or moved online. Masks will be required for any in-person programs. Use of meeting rooms by outside groups is being considered.

Additional State Income Through Federal ARPA Funds

The grant for the $18,775 allocation was submitted. The grant will retrospectively reimburse LMLS for digital material use from Hoopla.

MontcoStrong Grants

LMLS is managing the grants for the individual libraries. The majority of the grant was written by Jean

Jacobson, and Jennifer DeAngelis did the painstaking reporting of expenditures. Libraries were reimbursed for materials purchased in 2021.

PA Humanities Council Grant
LMLS applied for a $17,300 grant to provide humanities programming in libraries. We were awarded a grant of $13,840. The grant will focus on equity, diversity, and inclusion through presentation of programs. The grant will be matched by a donation of $3,000 from the Lower Merion Library Foundation.

RFP for Telephone System
LMLS has begun drafting a Request for Proposals to install a new phone system in all locations.

Car Raffle
LMLS staff are following up with Ardmore Toyota to repeat the successful car raffle in 2022. Ardmore Toyota is working with the Toyota Corporation. Stuart asked about a committee. Yes, we will need to set up a committee. David will send out an email to the members of the previous committee to see if they are interested in staying on.

Distribution of COVID Test Kits
The Montgomery County Health Department has asked libraries in the county to be distribution sites for COVID tests. LMLS was originally anticipated to receive 450 test kits, but now we'll be getting much less than that. The kits will be used for staff. To successfully distribute kits to the public, LMLS would need about 10 times as many.

Winter Reading Challenge
For the fourth year in a row, LMLS is encouraging people to make a resolution to read in the new year with a Winter Reading Challenge. Participants of all ages are encouraged to *Read for a Better World* January 1-31. For each book logged using our online reading activity program, readers will receive a chance to win a gift certificate to a local bookstore. As of January 25th, 225 participants read 861 books.

Board Member Orientation
David sent around an email about an online orientation happening on the evening of February 22nd. All board members are welcome.

Book Challenges
There has been a wave of recent book challenges as a concerted effort at the national level. We haven't experienced it at LMLS yet, but other area libraries have seen challenges. LMLS has a Collection Development Policy (a copy of which can be found on our website). Questions can be referred to head librarians. Our collection is intended to meet the needs of all residents.

Discussion: Chris S. asked if a book is removed is it unobtainable by anyone in the system. It depends, sometimes the book is retained, other times it can be totally removed from the library or placed in our remote storage facility. Patrons can place a request and if another library has the book or if it is in our high-density storage, they can still obtain a copy.

OLD BUSINESS

Libraries & Fines

DVD circulation is decreasing. Overdue DVD fines are currently $3 per day versus $0.20 (children's) or $0.30 (adults) for a book. The fine is a disincentive. DVDs are now cheaper to purchase than a lot of books. About seven Montgomery County libraries have gone fine free (Upper Merion, Upper Dublin, Upper Moreland, William Jeanes, etc.). Others are considering it. We will have a problem if Narberth goes fine free.

Discussion: Joann suggested that, if possible, we quantify estimated staff time savings if we go fine free, as well as looking at customer and staff satisfaction. David agreed that was a next step.

In the 4th Quarter of 2021, LMLS collected over $25,000 in fines; approximately 11% was for videos. If we extrapolate that number, we can estimate about $12,000 in late fines per year in DVDs. Kent noted that reducing DVD fines is skewed against Ludington proportionately. They have the greatest amount of DVDs. Betty Ann noted that reducing fines will impact each library very differently.

Stuart suggested making children's materials fine free. David responded that William Jeanes started that way, then went fully fine free. Stuart reported that Belmont Hills would be happy to lose the income as the future of libraries is the children. He suggested that we start with eliminating children's fines to see if we get more usage by them. Betty Ann suggested that we look at going fine free incrementally; a reduction in fines for children is a big hit, about 50% of total fine income.

Chris D. inquired about the space DVDs are taking versus how many get checked out. He thought the space might be better used for programming and other materials. Why are we circulating DVDs? David noted that we are spending less on DVDs than we used to. Kent didn't think the space was a constraint or issue due to the high-density storage at the Processing Center for materials.

Sarah noted that at orientation, Stephanie posited making fines more of a suggested donation. This way we can let people make the choice whether to make payment and let them feel positive about it.

David C. indicated that the Ardmore Library Board is concerned; DVD fines are nearly 10% of what they raise; he will go back to the board with the quarterly figures.

Stephanie will also go back to the Penn Wynne Library Board with the information. The board is torn from financial standpoint. Other concerns include implications for access to materials, and a lack of incentive for people to return items. They are more amenable to a decrease in fines vs. going fine free at the moment.

Chris S. likes data and finds it helpful to see. He'd be interested in seeing more data on children versus adult fines. Generally, the Ludington Board's consensus is that DVD fines are out of proportion, and they are comfortable with reducing them. There is more hesitancy on the bigger question of going fine free.

E echoed Chris' sentiments; the numbers are helpful. The Bala Cynwyd Library Board is generally very receptive to lowering the overdue fine for DVDs. However, eliminating all fines seems scary, especially doing it all at once – the Bala Cynwyd Library budget already has a deficit, and fines are a large portion of the library's revenue.

Barry pointed out that the system-wide 2022 budgeted income from fines is around $100,000. He suggested considering reminders and a complimentary extension of borrowing time if no one else is waiting for an item; if someone else is waiting, impose a fine for overdue materials only then. He is interested on more data on the impact on individual libraries proportionately. But there is also a certain responsibility that people ought to have. The Foundation has begun a discussion of what they might be able to do, but each local library board doesn't know what their choices are at this point. Betty Ann suggested that we list the possible choices.

Chris D. indicated that the American Library Association (ALA) says that libraries should move towards becoming fine free and that we are behind the curve. In the bigger picture, why do we have fines? He feels they are regressive and suggested making it a less painful choice for the local libraries. It may take years, but it's something we can do for equity.

Kent pointed out that there is $200,000 in uncollected funds for overdue and lost materials and wondered if we can collect any of that. Chris D. said that, in his experience, the older the debt is, the less likely it is, but maybe we could collect a piece of it.

Shawn hopes that the Library System goes in the direction of eliminating fines as they can be a barrier. She suggested seeing where the data is for different options and piloting with one or two options.

David B. indicated that staff has been looking at the issue for quite a while. Staff recommendations, in order of priority, are:

- Eliminating the Reserve Fee
    - Top culprit in inefficient use of staff time and negative interactions with the public
    - Temporarily suspended
    - Suspension balanced with increase in State Aid
- Reducing DVD Fines
    - The next most problematic fine/fee due to its disproportionate nature
    - Staff recommends reducing it to be equal with the book fine rate
    - Estimated decrease in income of about $12,000 per year
- Children's Fines
    - Would likely be the next item to consider
    - The estimated loss of income is in the range of $50,000, which would be difficult to offset

Joann asked about autorenewal. David responded that we can turn it on, but are not sure how it would impact fines, though it would likely reduce them. Some other libraries in the county are already using it. The notice schedule has changed county-wide, moving up the timing of notices.

Chris D. asked why we have fines – is it for getting materials back or fundraising? He noted that the reasons are paradoxical.

Betty Ann suggested looking at the percentage of materials that are late before the notice schedule was moved up versus now. David indicated that we have no control over the notice schedule – that is done at the MCLINC level. Chris S. pointed out that fine revenue has gone down with electronic notices, so we have some sense of that. He suggested looking at things in terms of the progressiveness of the fine system and its impact on our ability to buy new books.

Kent noted that the reserve fee was manufactured in 2008 with the state budget cut.

Reducing DVD fines will be on the agenda for next month. Stuart asked about permanently eliminating the reserve fee. Betty Ann replied that we could leave suspended for a little bit or vote on removing it permanently. She asked that representatives talk to their boards about DVD fines and the final removal of reserve fees to get their take. Barry asked David to summarize data for the local boards to know, including on juvenile materials. David does not believe we can calculate the estimated financial impact of auto-renewal.

E-Reader Policy
Betty Ann had some suggestions to make the wording clearer, but no content changes. She will send her notes to David and suggested that others do so also. We will discuss and vote next month.

By-Laws
Betty Ann indicated that a discussion of the by-laws would be pushed to next month.

FOUNDATION REPORT ***(Barry Levin)***
The Lower Merion Library Foundation has been largely inactive since the Capital Campaign. They will be focusing on what is the next project in line. The fine issue is on the front burner. They are looking for new members. The Foundation is here to help libraries and work in concert with them. Barry recognizes the potential for tension with fundraising and noted that the Foundation does not intend on pirating donors. He welcomes input, comments, and suggestions.

SHARING LIBRARY NEWS & ISSUES

- ***Belmont Hills Library*** – Stuart reported that the library is having a year-long thermometer fundraiser with ping pong balls. They are hoping to raise $30,000. They will also be doing a raffle for children's prize baskets.

- ***Ardmore Library*** **-** David C. reported that Ardmore Library ordered more cookbooks to sell. We'll bring some to the next LMLS Board Meeting in case people are interested in purchasing one.

- ***Penn Wynne Library***:
  - Stephanie touted Danielle's contributions to the library.
  - The library is currently having a popcorn fundraiser, and their Appetite for Books fundraiser is being planned for spring.
  - They received an anonymous $10,000 donation today.

- ***Ludington Library*****:**
  - Chris noted that Charlie Bloom reported that the Foundation is in good hands.
  - The full-time Reference Librarian vacancy has been filled.
  - The board is grateful for the work Jean has been doing.

- ***Bala Cynwyd Library*** – E said that Bala Cynwyd will be having another Q&A Tech session.

- ***Gladwyne Library*** – Kent reported that the Gladwyne Board has a new set of officers.

ADJOURNMENT

Being no further business Betty Ann motioned to adjourn the meeting; Stuart seconded; all approved; and the meeting was adjourned at 9:32 p.m.

THE FOLLOWING OPERATIONAL REPORTS, WHICH ARE INCLUDED FOR REFERENCE, WERE DISTRIBUTED, BUT NOT PRESENTED OR HEARD:

LOCAL LIBRARY REPORTS

ARDMORE LIBRARY

- *Red Door Recipes: The Ardmore Free Library Community Cookbook* was a great success. We ordered a second print run and will continue selling the cookbook throughout the year.
- The bookstore finally reopened in December and is doing quite well. We continue to accept books in great condition.
- Final submission of poems for the *Charlotte Miller Simon Poetry Celebration* is February 4. We hope to celebrate the winners at the Township Building on Sunday April 10.
- Staff was busy throughout January presenting the usual story time and music play group sessions. Other programs included a celebration of Dr. Martin Luther King, Turing Tumble Marble Based computer puzzles and a pajama story time.
- The Teen D&D and Code Clubs continue to meet online and are looking forward to meeting soon at the library.
- The 1st Wednesday Book Club continues their hybrid in person and zoom meetings. The group read *A Fine Balance* by Rohinton Mistry in January followed by the February title *The Dictionary of Lost Words* by Pip Williams.

BALA CYNWYD LIBRARY

Staff

- BCL has officially maintained our "Gold Star" rating within the PA Forward Star Library program through 12/15/22. We received a lovely plaque to display in the library.
- BCL continues with daily schedule challenges with 2 PT & 1 FT out on medical leaves.

Building, Grounds & Equipment

- BCL's HVAC had heat problems throughout the building. Facilities spent several days bringing it back to "normal" levels but is still awaiting parts & computer access to the HVAC computer.

Children's Services

- Jane France attended the virtual multi district teen services meeting
- Take and Make Crafts kits: Color your own puzzles and Flying bird craft kit
- First Friday STEM Topics: Planetary Order and Polymer Snow
- Created a new section for Coretta Scott King award winners. Replaced titles that were not owned by Bala Cynwyd.
- Magical Events Story time: December 30th, live over Zoom event with Princess Elsa reading stories and playing games with children who attended.
- Created a coloring station at the former ELS desk
- Put together a large picture book replacement of classic titles such as Clifford, Curious George, Magic School Bus, Madeline, and Disney.
- Planning for Spring/Summer Programming

Adult Services

- Allison Crawford worked on a project relabeling holiday CDs and travel DVDs.
- Jim Rose's program *Start the New Year with Meditation Zoom* program has 29 attendees with staff member Autumn Cavalcante hosting.
- January 27 *Tech Q & A* with Adam Haigh at 2 pm with attendees getting their individual tech questions answered.
- February 8 author Carolyn Wyman will do a Zoom presentation on her book *The Great American Chocolate Chip Cookie Book.*
- Alex Cavacino began plans for Spring YA programming particularly in relation to Longwood Gardens Community Read. This year's Longwood Gardens Community Read theme is "Listening to Trees" encouraging their community readers to explore the concept of trees as nature's great connectors.

Other Activities

- The fall BCL Newsletter is posted on the BCL website.

BELMONT HILLS LIBRARY

- Winter has been very busy. Our main fundraising events came to a close before the end of 2021:
    - We raised $1000 with our raffle that ran throughout November and ended on December 17th and will likely hold another one next year.
    - Our annual fundraising mailing also netted around $8400, which was more than we had been expecting, so we were able to end the year on a high note.
- The Omicron surge kept us from bringing back the in-person programming we had been planning, but take-home craft kits (for Kwanzaa, Hannukah, Christmas, Solstice, MLK Day, and Squirrel Appreciation Day(!)) continued to be well-received by our younger patrons.
- We also gave out 75 New Year's Eve "Countdown to Noon" kits with a craft, noisemaker, and snacks so that we could all celebrate the New Year together, from home.
- We are continuing to hold outdoor story times when the weather is above freezing and have between 6-12 intrepid participants each week.
- In 2021, we have also started doing monthly take-home kits for teens and tweens - our book hedgehog kit went out in January, and we had a dozen participants!

GLADWYNE LIBRARY

Board, LMLS & State Activities

- At the Annual Meeting we sadly bid adieu to Larry Kotler, Pam Johnson, and Ana Fernandez. All three held office and served with distinction. We also welcomed four new members – Kathy Parker, Chris Hanson, Rebecca Fleishman, and Riley Markley. Kathy has agreed to replace Ana as Treasurer, and Larry Deckelbaum stepped up as President. Neal Friedant will replace Pam as Secretary, and Jenn Welby Gilbert will serve as Vice President. We are in good hands!
- We suspended in-person programming for children in January due to the spike in Omicron COVID cases, but will relax this as numbers decline. The Community Room is available for outside groups.
- We received over 300 entries for the Junior Author Contest, which are in the hands of the judges. Winners will be announced at the Party on February 22.
- The Board is again asking patrons to show love for their library by selling Valentines for $5 which we will place in our window. We are also selling insulated tumblers with the Library image for $30.

- LMLS sponsored the fourth Winter Reading Challenge, encouraging people to read for a Better World in the New Year. Participants had the chance to win gift certificates to local bookstores.

Facilities

- The new boiler is on order, and it cannot come soon enough. We lost heat during a recent cold snap and feared the worst but ended up only having to replace the thermocouple. We are on borrowed time…

Personnel

- The staff had a wonderful time and a delicious dinner at the Guard House on January 13. This Dinner for 12 was donated to us by the patron who won the Raffle in 2019.

Programs & Projects

- Indoor in-person story time will begin in a limited way, hopefully later in February. For the moment it is online only.
- We continue with Sit 'N Stitch, in person, and the Film Discussion Group online.
- For kids we hosted an in-person "Make Your Own Fidgets!" class. Fidgets are a way to keep your hands moving while trying to pay attention to something else. They help with concentration and focus but are also fun to play with!
- We celebrated the Lunar New Year a bit early by making a tiger and Chinese dragon craft. 2022 is the Year of the Tiger.
- Historian Mike Jesberger will begin his new four-part Civil War history series with a lecture on Yank Versus Reb – Life of a Civil War Soldier on February 7. He has developed a good following.
- The first discussion in our Winter/Spring series, themed **Girls in the English Countryside: Middlemarch in a Lighter Vein** focused on *The Pursuit of Love*, by Nancy Mitford. Next up - *Cold Comfort Farm,* by Stella Gibbons.
- We are in full-swing planning mode for the upcoming Arts and Crafts Show scheduled for the week of March 20, 2022.

LUDINGTON LIBRARY

Staffing Notes

- Sunday staffing in once again on track after a few "adjustment" weeks on making sure there was enough staff available. Staff is once again comfortable with the rotation, and all additional training and refreshing on procedures is complete.
- Marcia Bass, David Belanger, and Robyn Langston interviewed two internal candidates for the Reference position in December. The committee did not feel the position needed to be advertised externally. At the end of January, it was announced that Toni Stabinski would join the Reference Department. Toni has been with the library system since 2003, mainly in her role as a Sunday Reference Librarian, although she has filled in for every department at most of the libraries at one time or another over the years. Ludington is thrilled to welcome her.
- In November, Township Service awards were presented at a small ceremony at the Township Building. Ludington was well represented:
    - Amanda Bergson-Shilcock, Sunday Reference Assistant, 30 years
    - Kathy Swartz, Circulation Assistant, 20 years
    - Jen Wark, Head of Circulation, 30 years
    - Marcia Bass, Head of Reference, 30 years
- The staff holiday party was an "in-house" success this year. It was held in the large meeting room and, generally speaking, everyone was able to spread out. Turnout was good, despite some concerns about rising case counts. If it had been held two weeks later, it probably would have been cancelled; but staff managed to get together, have some great food, and play online games using

the projector. A good time was had by all, and a big thank you for the opportunity goes out to the board.

Difficult Patron Issues

- December was also marked by a few difficult patron issues which were dealt with. Unfortunately, staff witnessed outrageously inappropriate and illegal behavior from one patron who then quickly left the library. The police were called and a report was taken. Staff has been made aware of the incident, and he has not been seen in the library since that evening.
- In another case, there was a patron experiencing homelessness who approached a patron and followed her to her car. The patron was okay but came back into the library to report the incident. The police were also called, a report was taken and the patron declined to press charges. The police spoke with this patron who was told that he could not return to the library. He was subsequently banned and has not been seen here since that evening.

Craft Fair Successfully Returns

- Assistant to the Head of Circulation, Jessica Ama, brought back a very successful Craft Fair to Ludington in December. Vendors were surprisingly very interested in returning and many applications came in. The Craft Fair was held on the Reading Porch and in the new book area, which both patrons and vendors seemed to prefer. In the past vendors were in the large meeting room, but they often felt patrons didn't see them. Vendors reported strong sales, and patrons liked the variety of wares for sale. Jessica worked tirelessly to promote the event, and it would not have been the success it was without her efforts.

Grants

- The Director's Office received news late in the year that LMLS received a SHARP grant (Sustaining the Humanities through the American Rescue Plan). Some of the money received from the grant will be used to run some community-focused programming focusing on diversity and inclusion in 2022.

Reference Department

- Reference Librarian John Pappas has begun a major weeding of the reference collection. The goal is to increase much needed space for biographies and to have a designated area for a section dedicated to the needs of seniors in the community.
- It is tax time again, and the Federal IRS tax forms have begun to arrive. A representative from State Senator Amanda Cappelletti's office brought over a selection of Pennsylvania tax forms for the department as well.

PA Forward Gold Level Status

- Through careful documentation and monitoring, Melody Mead, Ashley Cappelli, and Jackie Leming worked to ensure that Ludington Library's application for retaining Gold Level Library Status through one of the Pennsylvania Library Association's signature programs was successfully submitted. The library received its updated certificate certifying continued gold status since 2018.

Programming for Adults

- Programming in person for adults continued in January, though staff kept a close eye on the number of participants signing up for programs. The goal of in-person adult programming now is to use caution, but to also slowly increase program offerings that will increase walk-in interest in the library. It is a balance that is something staff continues to look at closely.
- *Making Medicare Easy* – In-Person
- *Re-imagining the American Songbook with Jazz Guitarist*, Abe Ovadia – In-Person
- *Board Games for Grownups* – In-Person
- Zoom – Chair Yoga
- Zoom – *Year End Tax Planning Strategies*

- Zoom – *Film Discussion Club*
- Zoom Author Visit, Caitlin Starling
- Virtual Board Game Tournaments
- Family Trivia Night Live on Facebook, Useless Knowledge
- Family Trivia Night Live on Facebook, Celebrity Couples Trivia

Programming for Juniors

- STEM with Ms. Ashley on Facebook
- Try It Out with Ms. Melody on Facebook
- Art Time with Mr. Laurent on Facebook
- Craft with Ms. Jackie on Facebook
- Passive Programs:
    - *I-Spy Board*, and *What I Want to do in 2022* (wish board, children write what they hope to in 2022 on a post-it note, and place it on the board)
    - Activity Sheets: Word Search and reflective writing exercise

PENN WYNNE LIBRARY

Collections

- Penn Wynne Library is starting 2022 off with all kinds of new things for our patrons to enjoy. Our WonderBook collection has started to arrive, and they are proving to be very popular. Danielle did a great job in selecting picture books, chapter books, and children's non-fiction and they circulate as soon as they are put on display.
- After much tribulation, we now have four Kindles that are loaded with elementary and middle school Reading Olympic titles. Thanks to Danielle and David's persistence, they are finally ready to circulate. They should be a big help to the students who are participating in the program.
- We now have over 20 passes to local attractions, and they are all processed and ready to go. I hope that our patrons will discover new and fascinating sites in Philadelphia and the surrounding areas.
- Our Wi-Fi Hot Spots have been ordered, but have not yet arrived, so that will be another option for our patrons.

Children's Services

- Danielle's children's games in the library are incredibly popular. She started with Candyland and created Clue Junior for January. Every week it was a new person who ate the cake, at what time, in what room, and what did they drink with it. We have children who come every week to sharpen their detective skills and win a prize for their correct guess. February is Guess Who? so I hope the kids are ready for that!
- Danielle has also hidden painted rocks all around the community and when they are found and brought into the library, the bearer wins a prize.
- She has created cute snowman snow measuring sticks as a grab and go bag, and Chinese lanterns to celebrate the Year of the Tiger. We will have events for Groundhog Day crafts, Blind Date with a Book, Valentine's Day crafts, and Black History Month Bingo to be played in the library or online.
- Danielle has held her Itty Bitty Book Club for readers in kindergarten through second grade and a graphic novel book club for grades three through five on Zoom, but we hope to have them in person beginning in March. We look forward to having in person programming again - we have missed seeing everyone.
- Danielle has been an incredible addition to our staff - we are so lucky!

Adult Services

- We are preparing to open the meeting room again by moving our copier out to the main room by the computers and rearranging everything else in the room so the tables will be ready for use again. It remains to be determined if the voting machines will be in there or not on Election Day in May.
- The board has started talking about Appetite For Books and how it might look this year. They are considering doing an outside event in May if it can be arranged.
- We are all looking forward to a return to a more normal library experience again and are so grateful to the staff and patrons who are coming in and making everything work!

NEXT LMLS BOARD MEETING:
Tuesday, March 1, 2022
LOCATION: BOARD ROOM, TWP ADMINISTRATION BUILDING

Please call the Director's Office if you are unable to attend the meeting: 610-645-6110