

**West Chester Public Library**

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

**Minutes**

Of the July 14th, 2025, 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
	Facciolli
	Hazley
X	Yeomans
X	McDonald
	Nelson
X	Rayburn-Pizzica
X	Dungee
X	Moore-Dubbs
X	Myers
X	Tribuiani
X	Crandell

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

X	Stanton
X	Klimek

*On Monday, July 14, 2025, Deborah Enea, President, called the meeting to order at 7:00 PM.*

**Public Comment:** No public comment.

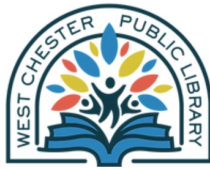
**Announcements:** None this meeting.

**Consent Agenda:** Review and adoption of consent agenda, including minutes of June, Director's Report and Development Report, President Report, and all other Committee Reports submitted this month (Finance, Building). Yeomans moved; McDonald seconded.

**Treasurer's Report:** No additional items.

**President's Report:** Report on file and circulated via email.

**Committee and Development Reports:**



**Governance:** No report or meeting of the committee this month. K. Myers has submitted her resignation effective 12/31/2025. The Executive Board thanks her for her contribution to the board and the library.

**Community:** The committee is taking a summer break and is planning on reorganizing it in the fall. The chair gave the committee a directive to think about options for new activities. Moore-Dubbs is also thinking about small dollar fundraisers that loop in the community. For example, she envisions a brick painting event on October 17th, led by an instructor, that will paint bricks as book covers. Discussion ensued about various activities the Community Committee would like to undertake. They also intend to conduct a fall Booksale. The signage project is still underway.

**Development:** Stanton reported that we are a bit behind in the annual appeal by about \$5,000. Letters were sent out a bit late, so that may be contributing. A \$5,000 check also came in this month so hopefully donations will be picking up. Keystone Grant has been paused for this year by the state. T-Mobile grant was submitted in June. HHT is working on finalizing plans for the event. Klimek brought in a new sponsor.

**Finance:** Report on file. The committee is developing ways to pay down the mortgage and has been examining the amortization schedule.

**Personnel:** Employee Handbook is being reviewed by attorneys at Troutman and will be returned for review by the committee.

**Building:** Report on file. Hazley has resigned as chair but remains on the committee. Crandell has volunteered to chair the committee. There are multiple leaks on the lower level of the building potentially due to clogged gutters that were unable to be reached by the Borough when they did maintenance. There is also a gutter that is disconnected from the building resulting in a leak near the elevator and down into the lower level. Additionally, the eyelash window in the children's area suffered some damage during a storm and that window will need to be replaced. There was also a leak near the stained-glass windows in the front of the building. McDonald suggested that Stanton obtain work order tickets or a report when the borough is out.

**Strategic Planning:** Reyburn-Pizzica stated that there is a draft of the Strategic Plan that will hopefully be previewed with the Board next month.

**SAC/Funding Task Force:** No report this month. Next meeting of the SAC is in August.

**Old Business:** Stanton has found a program that would permit a streaming process to the display TV so that she doesn't have to change programming by crawling up to the TV to stick in a USB. Dungee will review software for security risks.

**New Business:** There will be an in-person trivia night on Friday, August 15<sup>th</sup>. At least four Board volunteers will be needed for that event. Enea reported that a Board member requested that a special session of the Board be convened this week via Zoom. Enea also shared that the Executive Committee is considering a Board retreat on a Saturday in August or September.

*McDonald made a motion to adjourn, and Moore-Dubbs seconded. The meeting was adjourned at 8:03 PM.*