

**Marple Public Library
Board of Trustees Meeting Minutes
November 24, 2025**

In-person

In Attendance: LaTanya Burno, Mike Ballinger, Stephanie Latchford, Jane Staud, Cynthia Wilson, Richard Rohr, Larry Gentile, Mike May

Absent: Marcy Abrams

Disposition of Minutes: Accepted and approved as presented.

Township Budget Update – 2026

Township representatives Larry Gentile and Mike May attended the Board of Directors meeting to discuss the Township’s proposed 2026 budget, which includes a \$200,000 reduction to Marple Public Library funding, representing approximately 25% of the Library’s operating budget.

Treasurer’s Report

Mike reported that the Reserve funds and Endowment funds are unrestricted and should not be used to support the annual operating budget. Endowment funds are Board restricted for equipment acquisition or/or capital expenditures per our Financial policy.

Given the current township library allocation, our Library reserves are limited considering we may have to subsidize our budgets in the future.

For the current fiscal year through December, the Library is projecting a break-even position, with revenues and expenses essentially balanced. Book expenditures are lower than anticipated, primarily due to delays in acquisition and processing rather than a reduction in planned purchasing.

Report accepted and approved as presented.

Director’s Report:

Community engagement remains strong, particularly during the holiday season, with ongoing support through the annual Fund Drive, the Giving Tree, and expressions of appreciation for staff.

The Library is currently fully staffed.

Digital services continue to see strong engagement. Hoopla usage totaled 2,750 circulations in 2025, with monthly costs remaining within expectations. The DelcoReads mobile app recorded 4,196 self-checkouts, the highest usage among Delaware County libraries.

Materials acquisition continues to face delays due to industry-wide supplier transitions. The Library is utilizing alternative purchasing options as needed to maintain access to materials.

The architectural firm J.R. Keller LLC has completed schematic design and budget estimates for the Keystone Grant renovation project. All required letters of support have been received, and the grant application has been submitted. Building maintenance issues are being addressed in coordination with Township staff.

Staff were informed of potential budget impacts, and the Board reaffirmed its advocacy on behalf of the Library.

At the Delaware County Libraries Directors' Meeting, updates included a 7% increase in State Aid for public libraries, progress on Keystone Grant applications, updates to the county System Agreement, and the restructuring of the Library Foundation of Delaware County, which is expected to continue providing financial support to member libraries.

Development, Marketing and Social Media

Fall programming concluded with strong participation and positive feedback, particularly for Chair Yoga, Opera at the Library, and T'ai Chi Chih. The Library successfully introduced its first hybrid programs, expanding access during the winter months. Family and youth events, including the Halloween Jamboree, Township Trunk or Treat, and well-attended Storytimes, demonstrated continued community engagement and intergenerational participation. Tween and teen programs supported social connection, including outreach to families new to the community.

Social media engagement remained strong, with multiple posts exceeding 1,000 views. Top-performing posts included Township Trunk or Treat, Fire Safety Storytime, and Commissioners' Breakfast. Posts highlighting the Seed Library also performed well.

The Keystone Grant application was submitted by the November 25 deadline. Letters of support have been received from state legislators, with additional letters forthcoming from Delaware County Libraries leadership following an on-site review.

The annual Fund Drive is underway. As of this report, 610 donations totaling \$31,130 have been received. While totals are slightly below this time last year, it is too early to identify trends due to processing timelines and broader charitable giving demands. The Library continues to promote the Fund Drive through programs, newsletters, signage, social media, and upcoming initiatives including the Giving Tree and Giving Tuesday.

Strategic Plan

No discussion at this time.

Personnel Committee:

No discussion at this time.

Governance Committee:

The Board interviewed three prospective board candidates, each bringing relevant professional and nonprofit experience. While some candidates lack prior library or board service, strengths include marketing expertise, legal and nonprofit board experience, and prior leadership in a small community setting. The Board also discussed opportunities to keep interested candidates engaged through the Friends of the Library.

The Board discussed recognizing Marcy for her more than 40 years of service, including consideration of Emeritus status. Marcy has also been nominated for the Outstanding Citizen for Libraries award at the County Legislative Breakfast. Updates on Emeritus status will be provided at a future meeting.

Board appointments are expected to be considered by the township commissioners in January.

The Board will revisit these items in December, and one of our prospective board members is expected to attend the next meeting.

New Business:

Cynthia, Richard, and Jane attended a Trustee Training session, which was deemed most appropriate for newer board members and Friends of the Library. Participation credits were received.

General Operating Policy:

The loan period for video games was updated from 7 days to 21 days.

Budget Considerations:

Preliminary discussion was held regarding potential cost-saving measures. Program and

service fees were noted as having minimal budget impact. Staffing levels are already lean, with seven full-time employees. Potential reductions discussed included limited hours of operation, changes to digital services, and reductions to materials, professional development, and museum passes; however, these measures alone would not achieve the necessary budget reductions. These items, plus a vote on the 2026 holiday schedule and revised meeting dates, will be addressed further at the December meeting.

Old Business:

Keystone Grant:

The Keystone Grant application was submitted by Christina. The Library is not required to accept the full award but must provide a matching contribution for any funds accepted. Award notifications are expected in March. Certain capital needs, including door replacements, will need to proceed regardless of the outcome of the township budget reductions.

Delaware County Library System

All DLS meetings in 2025 at 6:30pm will be held in the County Council Meeting Room, 1st Floor of the Government Center Building. 201 W. Front St., Media, PA

2025 Meetings

December 18 - Jane

The meeting schedule for next year will continue to be on the 3rd Thursday at 6:30pm.

- February 19, 2026
- April 16, 2026
- June 18, 2026
- August 20, 2026
- October 15, 2026
- December 17, 2026

Next board meeting: In person; Monday, December 22, 2025, 7pm

Stephanie Latchford, secretary

Thank you.