



**Attendance:** F. Olanipekun-Lewis (Chair); J. Chizick-Agüero; A. Appulingam; J. Cooper; P. Dembe; D. Generals; R. Heim; J. Hinckley; D. Moore; J. St. Geme; E. Tomlin; J. Tuma; L. Walke

**Staff:** K. Richards; D. Cottman; T. Dupass; D. Henderson; S. Maccari; M. Moore Pryor; C. Patton; G. Sims; P. Suero;

**I. Call to Order and Chair’s Remarks – F. Olanipekun-Lewis**

F. Olanipekun-Lewis called the meeting to order at 8:01 a.m. and welcomed the Board of Trustees and meeting attendees.

**II. President and Director Remarks – K. Richards**

**Info Item: President and Director Report**

K. Richards remarked that the current focus is stable six day service and 27 libraries currently have Saturday hours.

The strategic planning process is in the vendor selection process.

K. Richards added that budget updates will be available at the June meeting, as the budget is still a work in progress.

**III. Action Item: Consent Agenda – S. Simons**

Info Item: Minutes from the December 8, 2023 Meeting

F. Olanipekun-Lewis called for a motion to accept the consent agenda. The motion was made, seconded and approved unanimously.

**IV. Budget Briefing – S. Maccari**

**Info Item: FY24 Operating Budget**

S. Maccari shared that the Library’s budget testimony is scheduled for April 3<sup>rd</sup>. The budgetary requests include staff for operational needs, cleaning funds for the Mayor’s Safer, Cleaner, Greener Initiative.

**V. Hiring Status – D. Henderson**

**Info Item: Staffing Report**

D. Henderson stated that 197 staff were hired through February 2024 (97 permanent and 100 temporary seasonal). There were also 107 internal promotions.

F. Olanipekun-Lewis asked if the Library is still being supported by Office of Human Resources with expedited hiring. D. Henderson confirmed that her team was still receiving support. R. Heim added that the City is experiencing hiring difficulties across the board and asked how the Library is faring. D. Henderson replied that the Library is doing fairly well. Interdepartmental transfers may impact the Library but the Human Resources team continues to move forward. L. Walke asked how outstanding vacancies are filled. D. Henderson responded that many positions are internal promotions, which requires backfilling.

**VI. Facilities Report – T. Dupass**  
**Info Item: Info Item: Status Report**

T. Dupass shared that Blanche A. Nixon/Cobbs Creek is scheduled to reopen in October. Kingsessing is 70% completed and expected to reopen in August. Paschalville is approximately 55% completed and expects to reopen in September. Lawncrest is 45% completed and expected to open in August or September. Cecil B. Moore is in the design phase, which will include a new elevator, teen area, lighting and façade, with input from the community.

P. Dembe asked if Property Management has a system in place to revisit buildings after renovation projects are completed to see if there are ways to improve. T. Dupass replied that his team can make a master plan to circle back and revisit surveying staff and patrons.

J. Chizick-Agüero asked T. Dupass to expand on the stormwater/dome roof work in progress for McPherson Square. T. Dupass stated that stormwater is extremely damaging and the work in progress will allow stormwater to flow away from the building. J. Chizick-Agüero inquired about the foundation issues and T. Dupass replied that work will occur in phase two.

R. Heim asked for the FY25 Capital Budget Request and T. Dupass replied that he will provide this information.

K. Richards noted that hiring a firm to conduct strategic planning for all buildings to determine the repairs needed is a possibility.

**VII. Diversity, Equity, and Inclusion (DEI) – G. Sims**  
**Info Item: Quarterly Report**

G. Sims recently presented at the Chamber of Commerce of Greater Philadelphia’s DEI committee meeting on the library, its resources, and its DEI activities.

G. Sims also met with the City’s DEI Office to discuss the possibility of bringing an employee resource group (ERG) on disabilities to the Library.

**VIII. Governance – R. Heim**

**Info Item: FY24 through FY27 Officer Slate**

R. Heim stated that officers can serve a three year term. The current officers, in addition to D. Moore as a Vice Chair candidate, were sent to the full board for consideration. There was no communication from other board members regarding interest in an officer position.

R. Heim brought forth a 2<sup>nd</sup> three-year term for F. Olanipekun-Lewis as Chair of the Board of Trustees and asked for a motion. P. Dembe called for a motion. J. St. Geme seconded and all were in favor.

R. Heim brought forth a 2<sup>nd</sup> three year term for J. Cooper as Vice Chair of the Board of Trustees and asked for a motion. P. Dembe called for a motion. J. St. Geme seconded and all were in favor.

R. Heim brought forth the 1<sup>st</sup> three year term for D. Moore as Vice Chair of the Board of Trustees and asked for a motion. J. Chizick-Agüero called for a motion. J. St. Geme seconded and all were in favor.

R. Heim brought forth a 2<sup>nd</sup> three year term for D. Generals as the Treasurer of the Board of Trustees and asked for a motion. P. Dembe called for a motion. J. St. Geme seconded and all were in favor.

R. Heim brought forth a 2<sup>nd</sup> three year term for J. Chizick-Agüero as Secretary of the Board of Trustees and asked for a motion. D. Moore called for a motion. J. St. Geme seconded and all were in favor.

F. Olanipekun-Lewis thanked R. Heim for his Governance Committee work. F. Olanipekun-Lewis also thanked the slate for their continued service and welcome D. Moore.

**IX. Action Item: Policies for Recommendation – F. Olanipekun-Lewis**

**Info Item: Rationale for Consideration of Policies**

**Info Item: P #42 Integrity**

**Info Item: American Library Association's Bill of Rights**

**Info Item: American Library Association- Library-Initiated Programs as a Resource: An Interpretation of the Library Bill of Rights**

F. Olanipekun-Lewis reminded the Board that policies may arise that need approval, sunseting and/or revising over time.

G. Sims noted that P#42 Integrity had minimal changes to match the Office of the Inspector General's website. This policy was reviewed by G. Sims, Chief DEI Officer, and D. Henderson, the Library's Integrity Officer.

The Library Bill of Rights was created by the American Library Association to support library work. This document was reviewed by the unions and DISC. The Library-Initiated Programs as a Resource: An Interpretation of the Library Bill of Rights provides supplemental information about the Bill of Rights.

K. Richards added that the Bill of Rights was crafted due to censorship threats and allows us to put best practices in place. L. Walke asked if the Library had the Bill of Rights before. K. Richards responded that the Library has been following it, but not officially.

F. Olanipekun-Lewis called for a motion to approve these policies. R. Heim made a motion, D. Moore seconded and all were unanimously in favor.

**X. Public Comment - J. Chizick-Agüero**

No public comments were submitted for this meeting.

**XI. New Business – F. Olanipekun-Lewis**

No new business was brought forth to the Trustees.

**XII. Adjournment**

F. Olanipekun-Lewis asked for a motion to adjourn the meeting at 8:48 p.m. P. Dembe made the motion, J. Chizick-Agüero seconded and all were in favor.