

CHESTER COUNTY LIBRARY BOARD OF TRUSTEES

MONTHLY MEETING

TUESDAY, FEBRUARY 20, 2024

CHESTER COUNTY LIBRARY/VIRTUAL

AGENDA

Meeting Location: Chester County Library & District Center – 450 Exton Square Parkway, Exton, PA 19341

Zoom Link: <https://us06web.zoom.us/j/82160359678?pwd=qDYBdqBiN1gH120VwkTrINkrB8BVaD.1>

CALL TO ORDER, 9:30 AM (Burke Board Room/Virtual)

WELCOME and INTRODUCTIONS

ANNOUNCEMENT OF EXECUTIVE SESSION (IF NECESSARY)

PUBLIC COMMENTS

REVIEW AND ADOPTION OF CONSENT AGENDA

- Minutes of January 16, 2024 (p. 2)
- Chester County Library Director Report (p. 17)
- Henrietta Hankin Branch Manager’s Report (p. 23)
- Statistical Reports (p. 26)

FINANCIAL STATEMENTS

- January 2024 Exton and Hankin Financial Statements (p. 29)
- January 2024 Fund Balance Report (p. 33)

FOR APPROVAL

- Appointment of Board Subcommittee for Sneaker Appraisal

FOR INFORMATION/DISCUSSION

- Pennsylvania State Ethics Commission Statement of Financial Interest
- Public Services Presentation – Youth Services (April Nickel) (p. 34)

REPORTS/CORRESPONDENCE

- President’s Report
- Director’s Report (p. 17)
- Branch Manager’s Report (p. 23)
- Friends of the Chester County Library
- Friends of the Henrietta Hankin Branch Library
- Committee Reports

Ad Hoc Committees

- Institutional Advancement
- Policy
- Strategic Planning & Facilities

Standing Committees

- Executive
- Finance
- Governance

PUBLIC COMMENTS

ADJOURN

Upcoming Events

Tuesday, March 19, 2024, 9:30 AM – CCL Board Meeting (CCL/Virtual)

Friday, April 5, 2024 – Legislative Breakfast – Chester County Library

**CHESTER COUNTY LIBRARY
BOARD MEETING MINUTES – MONTHLY MEETING
LOCATION: Virtual
January 16, 2024**

CALL TO ORDER, 9:51 AM

CCL Board Members Present: Michael Skay, President; Richard Hankin, Vice President; Brian Taylor, Secretary; Emily Bless, Treasurer; Mark Carroll, Member at Large; William Connor, Member at Large; JoAnn Weinberger, Member at Large

CCL Staff Present: Joe Sherwood, Acting Director; Meghan Lynch, HHB Manager; Melissa Kohl, Reference; April Nickel, Youth Services; Jenna Persick, Tech Services; Lois Shupp, ILL; Susan Walraed, Volunteer Coordinator

Chester County Staff Present: Erik Walshburger, Deputy Administrator; Vickie Brown, Senior Financial Analyst

CCLS Staff Present: Barbara Baugher, Finance Manager; Lauren Harshaw, CE & Advocacy Coordinator; Niki Kolb, PR & Graphics Specialist; Agatha Lyons, District Consultant; Nicole Richards, Development Director

Others Present: Craig Miller, CCL Reference Volunteer

WELCOME AND INTRODUCTIONS

Mike Skay, President, called the meeting to order.

EXECUTIVE SESSION ANNOUNCEMENT: None

PUBLIC COMMENTS: None

REVIEW AND ADOPTION OF CONSENT AGENDA

On motion made by Richard Hankin, seconded by JoAnn Weinberger, the Minutes and Consent Agenda were unanimously approved.

FINANCIAL STATEMENTS

- **December 2023 Exton and Hankin Financial Statements**
 - **County Budget**
 - **Exton** - Barb Baugher noted that the County still has a few journal entries left to complete. These include the Security EMS charges and the Voice over IP services.

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- She also shared that two new vehicles were purchased in 2023, which make the CCL budget \$53,000 overspent, but these charges will move to the County and be resolved shortly.
 - **Hankin Branch** – The Hankin branch has one journal entry left to be completed by the County for their Voice over IP service.
 - **State Aid Budget** - Both CCL and Hankin had money rollover from 2022. The report only looks at the 2023 spend v 2023 budget which did not include the 2022 rollover money. Both lines appear to be overspent but neither account has a negative balance as of year-end. Remaining funds have been moved to the reserves as per the Library’s Reserve Fund Policy.
- **December 2023 Fund Balance Report** – Operating funds were cleared out and remaining funds were moved to the reserve fund. The money borrowed to cover the DCA budget will be moved back to the reserve fund in January 2024 (once the State money arrives) and will be reflected on the January Report.

On motion made by Bill Connor, seconded by Richard Hankin, the October 2023 financial statements were accepted and filed for audit.

FOR APPROVAL

CCL and HHB 2024 Budget – Joe Sherwood shared the proposed budget for CCL and Meghan Lynch shared the proposed budget for HHB. The Finance Committee had reviewed both budgets in November 2023, and Joe and Meghan explained updates and revisions made since then. Joe also mentioned that the Annual Report will reflect whether or not CCL/HHB have followed the 12% required by the State. After some discussion regarding meeting the 12% requirement, Joe commented that up to \$75,000 may need to be taken from the Collection Reserve funds in 2024 to meet this requirement. This will also need Board approval.

On motion made by Emily Bless, seconded by Bill Connor, the CCL and HHB 2024 Budget was unanimously approved.

On motion made by Richard Hankin, seconded by Emily Bless, authorization of up to \$75,000 from the Collection Reserve Fund to meet the 12% required by the State in 2024 was unanimously approved.

Use of Reserve Funds - Additionally, Joe commented the State has shared that the Basic Library Subsidy and County Coordination Aid funds should be expected in early February. CCL is currently negative due to transferring remaining 2023 budget to reserve funds, and then having to pay member library payrolls. Joe asked if the Finance Committee would like to approve

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moving budget from the Reserve Funds to cover this negative balance, or wait until the subsidy and CCA budgets are available.

On motion made by JoAnn Weinberger, seconded by Richard Hankin, authorization to move \$100,000 total from the Technology Fund to accounts 001, 510, and 043 (as needed) temporarily and to be paid back upon receipt of funds from the State library subsidy and CCA was unanimously approved.

CCLS/CCL Board Procedures & Public Comment (Governance Committee) – The CCLS/CCL Board Procedures & Public Comment Policy was reviewed and approved during the CCLS Board Meeting. It was briefly reviewed again with no comments or questions from the Board.

On motion made by Bill Connor, seconded by Mark Carroll, the proposed CCLS/CCL Board Procedures & Public Comment Regulations were unanimously approved.

FOR INFORMATION/DISCUSSION

CCL Board Committee Assignments – Mike shared the committee assignments and noted that there was still one volunteer needed to join the Institutional Advancement Committee. He requested that anyone interested in joining should contact him after the meeting.

Friends of the Hankin Branch Funding Requests – Meghan Lynch reviewed the list of funding requests that was given to the Friends of the Hankin Branch to fund for 2024.

Public Services Presentation: “Book A Librarian” - Melissa Kohl, CCL Reference Manager, and Craig Miller, CCL Reference Volunteer presented on the Book A Librarian Service provided by CCL. Melissa pointed out that patrons are mostly looking for assistance with funding and personal knowledge. She also shared about the types of learning sessions available and statistics around those sessions. Craig spoke about volunteering to assist patrons with technology and shared statistics around technology learning sessions.

REPORTS/CORRESPONDENCE

President’s Report – Mike Skay once again thanked JoAnn Weinberger for her service and assistance.

Director’s Report

- **Director’s Notes**
 - Meeting with furniture vendors next week for CCL and HHB.

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- Working on prioritizing projects as requested for the Strategic & Facilities Planning Committee.
- Working with the Solicitors Office and County Administration to work on some organizational setup issues.
- Meeting with the Chester County Chamber of Business and Industry with Mikaila Strano and Melissa Kohl.
- Joe Sherwood sent out an announcement about CCLS’s 1 million checkouts of eMaterials in 2023.
- Legislative Breakfast will be on Friday, April 5, 2024.
- CCL will be receiving the County fleet’s first eVehicle to support the Library’s Children’s Outreach Program. The charger is being installed shortly.

Branch Manager’s Report

● **General Updates**

- A \$2,500 donation was received from the Edward and Helen Oppenheimer Foundation at the request of one of their Trustees who is also an HHB patron.
- Door counts were significantly higher than the previous December.
- HHB staff have completed their Employee Input Forms.
- AARP Tax volunteers have all completed their clearances. Free tax preparation appointments will begin in February.
- “Take Your Child to the Library Day” events are being planned by Youth Services.
- The first Friends of Hankin Branch Donation Day of 2024 will be held on February 2-3.

Friends of the Chester County Library Report – The sneakers are currently being reviewed for verification. They have been insured for \$10,000 while they are being verified. The next step once they are verified is to get them appraised.

Committee Reports

- **Institutional Advancement Committee** – The committee discussed marketing and initiatives for Q1 2024. Additionally, they discussed the need for designated library representatives to visit municipalities in 2024 and shared municipalities who are still in need of liaisons. The committee has requested that any board members who are interested in being a liaison for one of these available municipalities should contact Kelly Quigg, CCL Community Engagement Librarian.

PUBLIC COMMENTS - None

Meeting Adjourned at 11:02 AM.

On motion made by Richard Hankin, seconded by Bill Connor, the meeting was adjourned.



Book a Librarian

Service Overview by Melissa Kohl, Reference Manager

What is Book a Librarian

A service at Chester County Library and Henrietta Hankin Branch that provides patrons with a one hour tailored learning session that explores their personal knowledge, business, career, and grantseeking interests with a professional librarian.

The service also includes one-on-one technology tutoring with a library volunteer.

Tailored Learning Sessions

Information Literacy Librarian Rebecca Manuel

- Introducing the library and its resources
- Using library resources to find your next read
- Learning how to use the library catalog
- Using library databases
- Using library genealogy resources
- Accessing digital newspapers and magazines
- Finding language learning resources
- Finding health resources

Recent Statistics

2022 Sessions

25 Research

2023 Sessions

19 Research

*Staff transition and training periods slightly affected last year's numbers

Real Patron Sessions

Research Assistance

- Renewable energy, fossil fuels, power plants, electric grid in PA/US
- Scholarly articles for research paper on historic homes
- National periodical search for environmental advocacy
- Author in need of comparable titles for their book proposal
- Using library genealogy resources

Tailored Learning Sessions

Business & Career Librarian Mikaila Strano

- Introducing the library and its resources
- Using proprietary and fee-based business databases
- Market research
- Competition and collaborators
- Company research for jobseekers
- SWOT analyses
- Resume and cover letter assistance

Recent Statistics

2022 Sessions

78 Business

23 Job/Career

2023 Sessions

77 Business

13 Job/Career

*Looking forward to growth in 2024 with our newest Business & Career Librarian

Tailored Learning Sessions

Grantseeking Resources Tom Berman & Kelly Quigg

- Candid's Foundation Center Essential and Professional databases
- Grantmaking data for non-profits who are looking for funding
- Search over 110,00 grantmaker profiles, 5 million awarded-grant records, 4,000 company profiles and more

Recent Statistics

2022 Sessions	2023 Sessions
10 Grantseeking	15 Grantseeking

*Sessions are in addition to grantseeking programs held in the Spring and Fall

Real Patron Sessions

Research Assistance

- Animal rescue funding
- Local food recovery nonprofit
- Building renovations
- Cemetery support
- Programs for marginalized youth
- LGBTQ+ funding

Tailored Learning Sessions

Technology Help with a Library Volunteer

- Using your iPhone or Android phone
- Filling out a job application or online form
- Computer basics
- Using your tablet
- Other technology issues

Recent Statistics

2022 Sessions

72 Tech Appts.

2023 Sessions

150 Tech Appts.

*Growing interest and need for this service

Real Patron Sessions

Research Assistance

- Apple and Android operations
- Email account creation
- Email navigation and use
- Transferring contacts
- Account creations for personal accounts
- Applications like Word, Excel, PowerPoint
- Zoom, social media platforms like Instagram, Facebook, X (formerly Twitter)

How to Book a Librarian

Book a Librarian webpage at www.chescolibraries.org

Call Us! @ 610.344.5957 | 610.344.4196

Email Us! @ ref@ccls.org | hhreference@ccls.org



THANK YOU

Melissa Kohl, Reference Manager



February 2024

TO: Michael Skay, President, Board of Trustees
FROM: Joseph L. Sherwood, Acting Director, Chester County Library
RE: Chester County Library Director's Report

Director's Notes

- I met with Department Heads for initial 1-on-1s. This was to better learn what each department was working on, challenges they are facing and what opportunities for synergies might exist. Next meetings will be the 2023 Annual Personnel Evaluation meetings.
- The County has several HR issues in process:
 - Halogen annual review process is in process, Supervisors are working on the reviews and will be meeting with employees.
 - Remote/Telework revised agreements are complete (these are semi-annually).
- Finance items –
 - 2023 annual close will be done soon
 - 2024 CCL / HHB budgets are entered (includes CCL Friends & CCL Trust budgets)
 - The 2023 Audit is in process.
- Furniture quotes – Working with several vendors to get quotes for the Hankin Small meeting rooms and a staff office (with Meghan Lynch) and the new meeting room at CCL, relocating some staff offices and quotes for chairs & tables for the Struble room. (ongoing)
- Working on priority list for the Facilities and Strategic Planning Committee. (no update)
- Scheduled a meeting with Melissa Kohl, Mikaila Strano, me and the Chester County Chamber of Business & Industry to discuss potential partnerships. This is being rescheduled.
- Working with the Solicitor's office and County Administration on organizational setup issues.

Departmental Reports

Building Updates & Maintenance Department (Peter Greulich)

- General Department News
 - New Coffee machine was installed at CCL in the Café.
 - One of our 3 HVAC pumps for the loop heat failed. We had a spare and once it was identified, Diversified Refrigeration replaced it. The pump was rebuilt and a spare has been ordered so that we have a spare for all 3 pumps.
 - Charger has been installed for new EV vehicle for use by the Youth Services Outreach Librarian.
 - Lock for front revolving door (Assa Abloy) is complete.
- Projects in progress
 - Getting quotes for rear staff door replacement/repair.
 - The new bicycle shelter and repair station is in process.

- Departmental Personnel
 - New Hires: 0
 - # of Department Vacancies: 1 - Part-Time Van Driver

Circulation Department (Barb Bailey)

- General Department News
 - At the end of December our former sorting workspaces were vacated to make way for office space and a new Small Meeting Room for the public. Since then we've revamped workflow for check-in and sorting returned materials. Thanks to input from the Youth Services manager, whose workflow was also affected, and our library assistants and pages, we've come up with a process that is both manageable and efficient.
 - On January 4, Barb Bailey traveled to the Hankin Branch to assist with PIC training for Pam Shauger.
 - On January 11, Nancy Sapone attended the Chester County Employee Engagement Executive Committee. She is preparing a Library presentation for the next meeting of the general committee in March.
- Department Personnel
 - # of Department Vacancies: 0

Jacobs Technology Center (JTC) (Sara Lim Harden)

- General Department News
 - Programs
 - 1/6 – STEM Saturday: Build a Gaming PC – Remy way
 - 1/13 – Puzzle Pieces Swap – Jean Montgomery – Approx. 50 participants attended
 - 1/17, 1/24, and 1/31 – Gaming Club - Jessie Williams, Will Zhu, and Steph Parker
 - 1/31 - Adult Crafternoon - Join us to create a Valentines treat bag – Jean Montgomery
- Department Personnel
 - Sara Lim Harden returned to work in person on 1/18
 - # of Department Vacancies: 1 – PT Library Assistant

Multimedia Department (Stephanie Sharon-Missanelli)

- General Department News
 - Jessica Williams is leading the newly formed Gaming Club, which is meeting monthly.
 - The coffee machine was replaced in the café area by our new vending company.
 - We will be adding a few donated puzzles to our board game collection starting in late February/early March.
- eMaterials
 - January 2024, we reached our highest checkouts to date with 100,027 (see graphs in appendix).
 - British TV & Cinema and Episodic PLUS packs have been added to Kanopy
 - Curated collections for our site and the reading rooms have been updated, and currently include self-care and best of 2023 collections.
 - Stephanie Sharon-Missanelli is working with the eMaterials Committee to update purchasing guidelines for the Policy Review Committee.
- Department Personnel
 - # of Department Vacancies: 0

Public Relations/Graphics and Adult Programming (Niki Kolb)

- Graphics
 - 102 graphic orders and 23,406 copies completed in January
 - A System Advertisement was designed and will run in the "Schools & Summer Camps" issue of County Lines Magazine, and the StoryWalk for Spring "Slug Love" which is the PA One Book
 - Designed the Annual Survey toolkit for member libraries, an advertisement for the March
- PR
 - Partnered with Lionville YMCA for Black History Month Book Fair on February 10th.
 - Legislative Breakfast invitations have been sent out
 - Sent press release for Winter Read Aloud, #TakeYourChildToTheLibraryDay, Annual Survey, and AARP Tax Prep programs at CCL and HHB to VISTA, Daily Local, MyChesco, and Patch.
 - Working on the 2024 Marketing Plan for CCL and overarching CCLS initiatives.
 - Designed front/back cover and library page layouts for the 2023 Impact Report
- Adult Programs
 - Mat Pilates was a successful new program tried out on a Sunday afternoon. Looking at the possibility of making this a regular program.
 - Family Jigsaw Puzzle Challenge with YS was a success. There is a full registration for February.
 - Cook Book Club is partnering with Community Engagement for Asian/Lunar New Year theme.
 - AARP Foundation Tax-Aide Program starts in February and most sessions are full until April 1st.
 - Working with The Chester County Food Bank to offer "Six Weeks to a Sustainable Garden; Seed to Supper" program to support the food bank and the Longwood Garden Community Read Project – all sessions are full.
- Department Personnel
 - # of Department Vacancies: 0

Reference (Melissa Kohl)

- General Department News
 - Melissa Kohl and Mikaila Strano visited PA CareerLink to present and discuss the library's resources and services and to find new ways to partner with each other. PA CareerLink staff then visited the library, received a tour of the facility, and formalized group workshops to take place at the library. PA CareerLink advisors will also be utilizing the library's meeting rooms to meet with clients, especially those with transportation barriers who only have access to bus lines.
 - Rebecca Manuel presented a library overview to the West Chester Neighbors Club.
 - Chester County Library and Henrietta Hankin Branch now offer passes to the Please Touch Museum! They can be found and reserved in MuseumKey
 - In January, there were 14 Book-a-Librarian/Tech Tutor appointments.
- 2023 Statistics
 - Most popular subjects searched on CCLS-funded databases: language (Mango Languages), current events/news (Philadelphia Inquirer), and business (Reference Solutions).
 - CCLS's electronic resource usage returned to pre-pandemic patterns, largely reflected in databases like Ancestry, HeritageQuest, and New York Times
 - Creativebug, was used by 1,740 patrons and 430 classes were completed
 - Programs - Kelly Quigg is finalizing programs in celebration of Lunar New Year, Women's History Month, and the upcoming Volunteer Fair.

- Department Personnel
 - Staff on Medical Leave: 1
 - # of Department Vacancies: 0

Technical Services (Jenna Persick)

- General Department News
 - Began using new spine label font for CC/HH; it is larger and uses a more accessible font
 - Working with April Nickel (YS) to create selection list for Senator Muth's Decodable Book Grant
 - Attended Decodable Grant meeting on 2/1 to discuss selection list
 - Linda Nicholson and Laura Salvucci have been cataloging CCL's new collection of decodable books (not related to grant) and Liz Stowfis has been processing them
- January Outreach
 - Mail Order Delivery (MOD): 110 items sent
 - Materials distributed to the elderly and homebound through outreach services: 255 items sent
- Department Personnel
 - # of Department Vacancies: 0

Volunteers (Susan Walraed)

- General Department News
 - 4 Drop-in students helping Admin, Reference, and Youth Services
 - 1 Community Service Placement
 - Working on how to count CCL/HHB/Board volunteer hours
 - ESL Book Club Facilitator was placed
- Department Personnel
 - # of Active Volunteers – (including Friends of CCL) - 116
 - New Applications received in January - 14
 - # Volunteers serving in more than one department in January – 13
 - Total January Library Volunteer Hours – 744.50
 - Total January Friends Hours – 232.75
 - Total January Volunteer Hours (Friends & Library Volunteers) – 977.25

Youth Services (April Nickel)

- General Department News
 - Attended Decodable Book grant virtual meeting (2/1).
 - Kiwanis chapter is on hold as per organizer.
- District Youth Services
 - All District Youth Services Librarians Meeting have been scheduled.
 - Beanstack for Summer Reading with Theresa Retzner is scheduled for March 1.
 - STEM Spark locations/sessions are final. Scheduling is in process.
 - Science in the Summer email to member libraries to Opt-In or Out went out 2/5
 - PA One Book books were received and sent out to member libraries.
- Programs
 - Met with Danielle Stokes, Julie Darnall, and Susan Farrell about current programs and Summer learning
 - Winter Read Aloud at CCL has over 300 participants (140+ families) as of 2/6
 - Smokey Bear Reading Challenge materials have not yet arrived from OCL

- Working with Pam Marquette on Local Author's event - Sunday, May 19
 - Applications launch (if approved) 2/12
- Take Your Child to the Library Day, 2/3
 - 103 people at 2 story times
 - 110 craft participants
 - 80 participants at STEM Explore
 - Report complete for Take Your Child to the Library organization
 - Planning same event for next year, 1st Saturday of February
- Department Personnel
 - New Hires: 1 (Page)
 - Resignations/Terminations: 0
 - # of Department Vacancies: 2 - PT Librarian and PT Library Assistant

Committee Reports

Chester County Employee Engagement Executive Committee (Nancy Sapone) - The committee met on January 11. They are currently working on revising the County Dress Code/Dress Down Day policy, and evaluating ideas regarding employee hiring and retention and the County Wellness Incentive.

Incident Response Plan Coordination Team (Barb Bailey) - The next CCL and Hankin PIC meeting is scheduled for Wednesday, March 13 on Zoom. Barb Bailey assisted with PIC training for Hankin new employee Pam Shauger on January 4 at the Hankin Annex. Next to be trained are Lindsey Colantuno (HHB) and Mikaila Strano (CCL) in February or early March.

Staff Engagement Committee (Devon Dadoly) - The committee is scheduled to meet on February 14 to plan the events calendar for 2024.

XYZ Committee (Emily Cackowski) – The committee welcomed several new members in 2024 and has created new guidelines for membership. The tentative programming schedule for the year is as follows:

- February: The Tons Tea Party Murder Mystery, Hankin Annex, 2/15 from 5:30 to 7:30ish
- Spring TBD: Field Day at the Library
- May: Murder at the Masquerade Murder Mystery, Location? (Possibly Outside Venue?), Time?
- August: 1920s Speakeasy Murder Mystery, Location? (Outside Venue?) Time?
- October: Monster Ball Murder Mystery, Struble Room, 10/17 from 5:30 to 7:30ish
- December: Gingerbread House Decorating Party

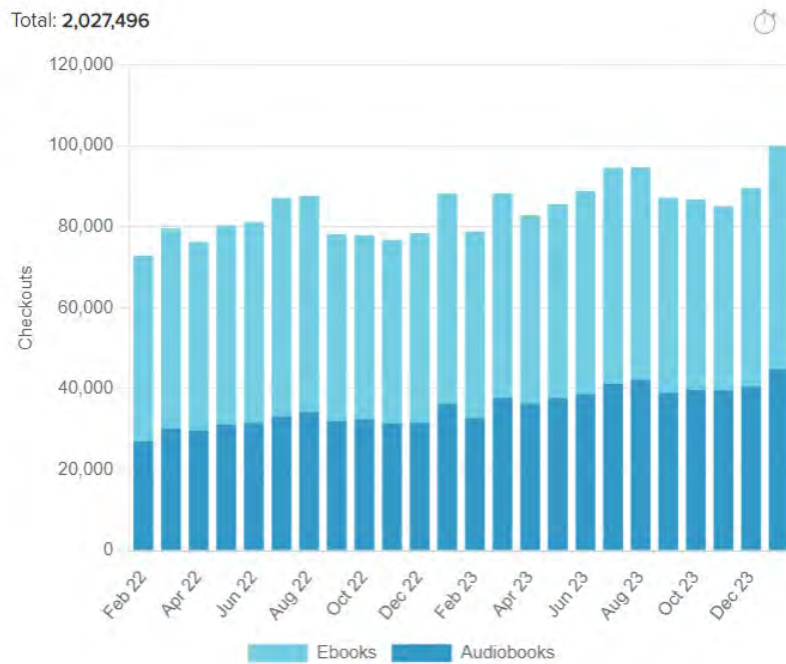
APPENDIX

eMaterials Statistics

Checkouts by title audience



Checkouts by format





February 2024

TO: Board of Trustees, Chester County Library and District Center
FROM: Meghan Lynch, Henrietta Hankin Branch Manager
RE: Report on the Henrietta Hankin Branch, December 19, 2023 – January 16, 2024

Building Updates

- Joe Sherwood and I have met with several furniture vendors to gather quotes for the Small Conference room upgrades funded by the CCL Trust.
- Assa Abloy repaired a panic bar on our front parking lot door.
- Peter has cleared the roof drains to keep them free of debris and functioning as intended.
- A significant leak in the ceiling over our video game collection was discovered on January 24 during a light rain. Peter found no evidence of water coming through the corrugated steel under the roof, but did see water coming underneath a steel beam below the roof. When he went up on a ladder he found the gutter had a substantial amount of melting ice or frozen snow and several visible openings in the seams of the gutter. He has been in contact with our roofers to address the problem.
- Our new hot beverage machine will be installed on Thursday, February 15th.
- The library was closed due to inclement weather on January 16th, 19th, and February 13th.

General Updates

- Statistics
 - January door counts were 3% lower than December and 20% higher than January 2023.
 - Meeting Room usage in January increased both terms of hours used and total bookings.
- Staff throughout the library are working to obtain clearances from the outside presenters they are working with.
- Charlotte and I finished writing annual performance evaluations. We will begin meeting with staff to go over them in mid-February. The process is due to be completed in early March.

Departmental Reports

Circulation (Charlotte Marron)

- We have completed our re-stickering of the Young Adult section and are starting to work on the Mystery Collection to align genre stickers between the two library locations.
- Circulation as a whole was up by over 2,000 items from December to January. Circulation of physical and electronic materials were up over 10% from December and were 2% higher than January of 2023.
- We have started doing more shelf reads to ensure that books are correctly shelved.
- Department Personnel
 - # of Department Vacancies: 0

Makerspace (Report by Tom Lally)

- All four Maker Monday crafts were well attended throughout the month.
- The Makerspace is coordinating with Youth Services and CCL to offer the VGCUSA gaming grant programs. The gaming club program utilizing the Nintendo Switch received a positive response, with 15 attendees who were interested in attending February's gaming club program.
- We are working on coordinating new programs, including 1 on 1 sewing lessons and a Dungeons and Dragons program.
- Department Personnel
 - # of Department Vacancies: 0

Reference (Meghan Lynch)

- In January we held 12 in person programs, 4 hybrid programs, 1 virtual program, and 1 passive program. Notable programs included a Clogging Demonstration (in person, 53 attendees) and A Parent's Guide on How to Pay for College (virtual, 16 attendees.)
- We partnered with West Vincent Township's Environment Advisory Council on a book discussion featuring Nature's Best Hope by Doug Talamy.
- We are partnering again with the AARP Tax Aide program to provide free tax preparation services. Appointments are held on Thursdays and Fridays from February 8 – April 12.
- We are working with Kristine Howard's office to make state tax forms available to our patrons. Federal tax forms (1040/1040SR and booklet) are available now.
- Department Personnel
 - # of Department Vacancies: 0

Youth Services (Susan Farrell)

- We hosted a private story time for the Lionville Middle School's Life Skills class. Students with academic levels from preschool-4th grade and their aides enjoyed a program that included books, music & dancing, and STEM building activities. We are looking forward to their next visit!
- Our Time Travelers Club (ages 7 – 10) learned about the Vikings. Each child made a Viking helmet to wear home. As a group, they did a scavenger hunt which involved working together to solve puzzles in order to find the prize box. Inside the box was a Thor hammer for each child. The hammers were made by our Makerspace's 3D printer. Next month's topic is Ancient China.

- Registration began for our Winter Family Read-Aloud program with over 150 families participating so far.
- We were busy with our story times all month as well as our ongoing programs for school-aged children, including three STEAM programs and Mother-Daughter Book Club.
- Department Personnel
 - # of Department Vacancies: 0

Friends of the Hankin Branch Library

- The first Donation Days of 2024 were held on February 2-3 and were very successful, with a lot of nice items coming in. The next donation days will be April 6-7.
- Will meet on February 28th.

Meetings & Trainings Attended

1/16	CCL/CCLS Board Meeting
1/18	Chester County Solar Adopters Conference
1/24	Technology Committee meeting Meeting re: managing bookable spaces Meeting with Corbett to discuss furniture options for small meeting rooms
1/30	Meeting with Benjamin Roberts to discuss furniture options for small meeting rooms
1/31	Meeting with Cofco to discuss revising their proposal for small meeting rooms
2/1	Meeting re: managing bookable spaces Meeting re: Decodable Books Grant from Senator Muth
2/6	Programming Committee meeting Community Engagement leadership Meeting
2/13	District Librarians Meeting
2/14	Cultivating and Sustaining the Relationship-Driven Library webinar
2/15	West Brandywine Township Board of Supervisors meeting
2/20	CCL/CCLS Board Meeting Community Engagement Meeting

CCL/HH Checkouts

Month	2019	2023	2024	Total 2019	Total 2023	Total 2024
Jan	135,903	128,197	102,741	135,903	126,295	102,741
Feb	128,133	120,950		264,036	247,245	
Mar	140,394	135,879		404,430	383,124	
Apr	129,971	122,582		534,401	505,706	
May	127,542	119,361		661,943	625,067	
Jun	150,131	138,218		812,074	763,285	
Jul	166,437	146,422		978,511	909,707	
Aug	151,069	143,907		1,129,580	1,053,614	
Sept	130,366	127,126		1,259,946	1,180,740	
Oct	130,960	121,085		1,390,906	1,301,825	
Nov	122,859	119,507		1,513,765	1,421,332	
Dec	118,069	116,365		1,631,834	1,538,509	

Rotating Reads Checkout (CCL & HH)

Month	2023 CCL	2024 CCL	2023 HH	2024 HH	2023 Total	2024 Total
Jan	234	261	191	200	425	461
Feb	230		176		406	
Mar	250		213		463	
Apr	239		212		451	
May	256		204		460	
Jun	262		213		475	
Jul	271		222		493	
Aug	267		239		506	
Sept	235		176		411	
Oct	226		172		398	
Nov	208		177		385	
Dec	206		170		376	

Mail Order Delivery (MOD)

Month	2023 Mailed to Individuals	2024 Mailed to Individuals	2023 Older Adult Facilities	2024 Older Adult Facilities	2023 Total	2024 Total
Jan	121	110	134	145	255	255
Feb	111		148		514	
Mar	110		144		768	
Apr	114		145		1027	
May	112		146		1285	
Jun	113		160		1558	
Jul	111		189		1858	
Aug	115		137		2110	
Sept	110		152		2372	
Oct	112		137		2621	
Nov	110		140		2721	
Dec	108		104		248	

CCL Meeting Room Statistics

MONTH	2023 # OF HOURS USED (SMALL)	2023 # OF RESERVATIONS (SMALL)	2023 # OF HOURS USED (PUBLIC)	2023 # OF RESERVATIONS (PUBLIC)	2024 # OF HOURS USED (SMALL)	2024 # OF RESERVATIONS (SMALL)	2024 # OF HOURS USED (PUBLIC)
Jan	259.75	140	108.75	45	390	201	136
Feb	372.25	168	168.75	66			
Mar	474	224	214.5	88			
Apr	366.25	192	360.25	71			
May	443.95	224	132.25	50			
Jun	361.5	189	133.5	50			
Jul	193	350	53	139			
Aug	443	226	121	50			
Sept	402	215	230	84			
Oct	410	221	346	81			
Nov	410	223	173	64			
Dec	344	197	522	249			
Total	4479.7	2569	2563	1037			

HHB Meeting Room Statistics

MONTH	2023 # OF HOURS USED	2023 # OF RESERVATIONS	2024 # OF HOURS USED	2024 # OF RESERVATIONS
Jan	76.5	36	207	66
Feb	81	34		
Mar	78.25	34		
Apr	84.7	40		
May	88.5	39		
Jun	90.5	33		
Jul	69.75	30		
Aug	128.75	41		
Sept	80.17	31		
Oct	148	54		
Nov	104.25	39		
Dec	136.5	40		
Total	1166.87	451		

Volunteer/Friends Hours

Month	2024 Volunteer Hours	2024 CCL Friends Hours	2024 HBB Friends Hours	2024 Friends Hours Total (CCL + HBB)	2023 Volunteer Hours Total (Vol + Friends)	2024 Volunteer Hours Total (Vol + Friends)
Jan	744.5	232.75	0	232.75	695.75	977.25
Feb					1,343.25	
Mar					1,975.00	
Apr					2,717.75	
May					3,388.25	
Jun					4,116.25	
Jul					5,083.75	
Aug					6,053.50	
Sept					6,736.25	
Oct					7,514.25	
Nov					8,309.50	
Dec					8,999.50	

CCL Door Count

Month	2019	2023	2024	Total 2019	Total 2023
Jan	36,441	19,283	21,691	36,441	19,283
Feb	34,793	20,123		71,234	39,406
Mar	38,496	23,656		109,730	63,062
Apr	36,405	20,829		146,135	83,891
May	33,223	20,281		179,358	104,172
Jun	40,524	24,960		219,882	129,132
Jul	46,845	28,771		266,727	157,903
Aug	42,052	27,152		308,779	185,055
Sept	33,777	23,180		342,556	208,235
Oct	34,142	23,307		376,698	231,542
Nov	31,804	21,162		408,502	252,704
Dec	30,102	20,796		438,604	273,500

Note -January through October 2022 are estimated due to the 1st floor construction pro.

HHB Door Count

Month	2019	2023	2024	Total 2019	Total 2023
Jan	10,042	7,721	9,261	10,042	7,721
Feb	9,149	7,436		19,191	15,157
Mar	11,089	8,925		30,280	24,082
Apr	10,582	7,821		40,862	31,903
May	9,997	7,968		50,859	39,871
Jun	11,644	9,703		62,503	49,574
Jul	12,887	9,976		75,390	59,550
Aug	11,313	10,064		86,703	69,614
Sept	9,984	8,010		96,687	77,624
Oct	10,691	8,861		107,378	86,485
Nov	9,129	8,530		116,507	95,015
Dec	8,289	9,548		124,796	104,563

**Chester County Library And District Center
County Budget Report - Exton Library - Preliminary
Period Ending January 31, 2024**

	2024 Annual Budget	2024 YTD Budget	2024 YTD Actual	2023 YTD Actual	2024 YTD Budget Variance	2024 YTD Budget Variance %	2024 Balance	Percentage Remaining
Personnel Services								
Salaries	3,138,011	120,693	115,897	112,522	4,796	4.0%	3,022,114	96.3%
Wages	944,128	36,313	27,180	26,672	9,133	25.2%	916,948	97.1%
Fringe Benefits	1,099,025	91,585	81,264	83,665	10,322	11.3%	1,017,761	92.6%
Security Provided by the County EMS	30,000	-	-	-	-		30,000	100.0%
Total Personnel Services	5,211,164	248,591	224,341	222,858	24,250	9.8%	4,986,823	95.7%
Library Materials	70,000	17,500	17,500	17,500	-	0.0%	52,500	75.0%
Core Expenditures								
Supplies, Maintenance, and Services	161,350	13,446	9,064	4,285	4,382	32.6%	152,286	94.4%
Insurance	17,354	8,677	7,677	8,955	1,000	11.5%	9,677	55.8%
Utilities	122,740	10,228	3,762	1,290	6,467	63.2%	118,978	96.9%
Vehicle Expense	54,853	4,571	3,352	2,973	1,219	26.7%	51,501	93.9%
Total Core Expenditures	356,297	36,922	23,854	17,503	13,068	35.4%	332,443	93.3%
Indirect Costs	672,617	56,051	56,051	50,585	-	0.0%	616,566	91.7%
Capital Outlay	-	-	-	-	-	0.0%	-	0.0%
TOTAL	6,310,078	359,064	321,746	308,447	37,318	10.4%	5,988,332	94.9%

Notes:

Personnel Services:

\$855 of vacation payouts from 2023 continued into the first payroll of 2024.

Supplies, Maintenance, and Services:

Encumbrance - Ordered new heat pump in January. Expected delivery this week. \$2,714 due on delivery.

Encumbrance - Purchase and installation of the new charger for the Nissan Leaf. \$4,375

Utilities:

Not included - January PECO electric bill has not been received yet. Estimate \$1,100

Not included - January VOIP we are still waiting on the January county journal entry. Estimate \$580

Indirect Costs:

These are allocated to cover costs for services performed by various County departments such as DCIS (PeopleSoft), Telecommunications, Treasurer, and Controller's Offices, and Facilities, based on usage or some other reasonable method of allocation.

**Chester County Library And District Center
County Budget Report - Hankin Library - Preliminary
Period Ending January 31, 2024**

	2024 Annual Budget	2024 YTD Budget	2024 YTD Actual	2023 YTD Actual	2024 YTD Budget Variance	2024 YTD Budget Variance %	2024 Balance	Percentage Remaining
Personnel Services								
Salaries	496,843	19,109	19,254	19,432	(145)	-0.8%	477,589	96.1%
Wages	316,354	12,167	10,511	9,731	1,657	13.6%	305,844	96.7%
Fringe Benefits	202,816	16,901	14,667	16,443	2,235	13.2%	188,149	92.8%
Total Personnel Services	1,016,013	48,178	44,432	45,606	3,746	7.8%	971,581	95.6%
Library Materials	20,000	5,000	5,000	5,000	-	0.0%	15,000	75.0%
Core Expenditures								
Supplies, Maintenance, and Services	124,983	10,415	7,037	3,330	3,378	32.4%	117,946	94.4%
Insurance	6,000	3,000	3,000	3,162	-	0.0%	3,000	50.0%
Utilities	55,849	4,654	2,218	3,800	2,436	52.3%	53,631	96.0%
Total Core Expenditures	186,832	18,069	12,255	10,292	5,814	32.2%	174,577	93.4%
Indirect Costs	257,593	21,466	21,466	24,134	-	0.0%	236,127	91.7%
Capital Outlay	-	-	-	-	-	0.0%	-	0.0%
TOTAL	1,480,438	92,714	83,153	85,032	9,561	10.3%	1,397,285	94.4%

Notes:

Personnel Services:

\$228 of vacation payouts from 2023 continued into the first payroll of 2024.

Supplies, Maintenance, and Services:

Encumbrance - Metropolitan Fire repair of the backflow preventer. \$1,298

Utilities:

Not included - January PECO electric bill received in February. \$1,880

Not included - January VOIP we are still waiting on the January county journal entry. Estimate \$163

Indirect Costs:

These are allocated to cover costs for services performed by various County departments such as DCIS (PeopleSoft), Telecommunications, Treasurer, and Controller's Offices, and Facilities, based on usage or some other reasonable method of allocation.

Chester County Library And District Center
State Aid Budget Report - Exton Library - Preliminary
Period Ending January 31, 2024

	2024 Annual Budget	2024 YTD Budget	2024 YTD Actual	2023 YTD Actual	2024 YTD Budget Variance	2024 YTD Budget Variance %	2024 Balance	Percentage Remaining
Revenue								
State Aid	398,638	398,638	-	-	(398,638)	-100.0%	(398,638)	-100.0%
State Aid - Others	1,362,318	1,362,318	-	-	(1,362,318)	-100.0%	(1,362,318)	-100.0%
Total State Revenue	1,760,956	1,760,956	-	-	(1,760,956)	-100.0%	(1,760,956)	-100.0%
Township Appropriations	20,000	-	-	-	-		(20,000)	-100.0%
Charges	44,025	3,669	4,396	3,592	727	19.8%	(39,629)	-90.0%
Fines and Overdues	80,000	6,667	7,221	6,833	555	8.3%	(72,779)	-91.0%
Interest	17,000	1,417	424	-	(993)	-70.1%	(16,576)	-97.5%
Donations and Fundraisers	3,200	267	1,192	106	925	346.9%	(2,008)	-62.8%
Transfer from Other Funds	-	-	13,051	-	13,051		13,051	
Transfer from County Materials	70,000	17,500	17,500	17,500	-	0.0%	(52,500)	-75.0%
Miscellaneous Revenue	1,570	131	627	56	497	379.5%	(943)	-60.0%
Total Other Revenue	235,795	29,650	44,411	28,086	14,761	49.8%	(191,384)	-81.2%
Total Revenue	1,996,751	1,790,606	44,411	28,086	(1,746,195)	-97.5%	(1,952,340)	-97.8%
Expenditures								
Library Materials	486,783	40,565	10,336	31,715	30,229	74.5%	476,446	97.9%
Services and Charges	81,540	10,264	9,676	5,464	588	5.7%	71,864	88.1%
Supplies	28,905	2,409	-	933	2,409	100.0%	28,905	100.0%
Miscellaneous	23,890	1,991	2,091	1,674	(100)	-5.0%	21,799	91.2%
Transfers and Reimbursements	1,366,321	1,366,321	-	-	1,366,321	100.0%	1,366,321	100.0%
Capital Outlay	11,321	5,409	4,871	4,639	538	9.9%	6,450	57.0%
Total Expenditures	1,998,760	1,426,958	26,974	44,424	1,399,984	98.1%	1,971,786	98.7%
Revenue over Expenditures	(2,009)	363,648	17,437	(16,338)	346,211		19,446	

Notes:

State Aid:

State Aid Funds were received on February 6, 2024

Transfer from Other Funds:

\$13,051 was transferred from the Technology Reserve (Fund 004) to bring the CCL (Fund 001) to \$0.00. \$13,051 will be transferred back to Fund 004 in February.

Miscellaneous:

\$51 - Background check expenses. These will be reimbursed by the County at year-end.

Capital Outlay:

\$4,871 - EBSCOhost payment

Revenue Over Expenditures:

Budgeted expenditures exceed revenue by the amount of carryover \$2,009 from the 2023 Materials Budget (Fund 100)

Chester County Library And District Center
State Aid Budget Report - Hankin Library - Preliminary
Period Ending January 31, 2024

	2024 Annual Budget	2024 YTD Budget	2024 YTD Actual	2023 YTD Actual	2024 YTD Budget Variance	2024 YTD Budget Variance %	2024 Balance	Percentage Remaining
Revenue								
State Aid	99,660	99,660	-	-	(99,660)	-100.0%	(99,660)	-100.0%
Total State Revenue	99,660	99,660	-	-	(99,660)	-100.0%	(99,660)	-100.0%
					-			
Township Appropriations	7,800	650	622	5,500	(28)		(7,178)	-92.0%
Charges	12,820	1,068	1,268	1,723	200	18.7%	(11,552)	-90.1%
Fines and Overdues	24,600	2,050	2,100	1,839	50	2.4%	(22,500)	-91.5%
Interest	1,800	150	-	-	(150)	-100.0%	(1,800)	-100.0%
Donations and Fundraisers	3,220	268	2,536	26	2,268	845.1%	(684)	-21.2%
Transfer from Other Funds	-	-	-	-	-		-	
Transfer from County Materials	20,000	5,000	5,000	5,000	-	0.0%	(15,000)	-75.0%
Miscellaneous Revenue	505	42	50	2	8	18.8%	(455)	-90.1%
Total Other Revenue	70,745	9,229	11,576	14,089	2,347	25.4%	(59,169)	-83.6%
Total Revenue	170,405	108,889	11,576	14,089	(97,313)	-89.4%	(158,829)	-93.2%
Expenditures								
Library Materials	148,061	12,338	4,391	4,050	7,947	64.4%	143,670	97.0%
Services and Charges	10,040	837	381	253	455	54.4%	9,659	96.2%
Supplies	6,650	554	-	31	554	100.0%	6,650	100.0%
Miscellaneous	2,960	247	202	272	45	18.2%	2,758	93.2%
Capital Outlay	3,154	263	-	-	263	100.0%	3,154	100.0%
					-			
Total Expenditures	170,865	14,239	4,974	4,606	9,265	65.1%	165,891	97.1%
Revenue over Expenditures	(460)	94,650	6,602	9,483	88,048		7,062	

Notes:

State Aid:

State Aid Funds were received on February 6, 2024

Township Appropriations

\$622 received from Upper Uwchlan Township. Anticipating an additional \$4,378 for a total of \$5,000

Revenue Over Expenditures:

Budgeted expenditures exceed revenue by the amount of carryover \$460 from the 2023 Materials Budget (Fund 109)

**Chester County Library And District Center
Fund Balance Report
Period Ending January 31, 2024**

	<u>Balance</u>
Operating Funds	
001 CCL ¹	-
043 Hankin	1,741.29
Total Operating Funds	1,741.29
Reserve Funds	
004 Technology Fund ²	288,314.01
400 CCL Capital Reserve	109,348.62
410 CCL Program Fund ³	208,842.45
450 Hankin Library Capital Reserve ⁴	235,053.20
451 CCL & Hankin Materials	159,121.48
Total Reserve Funds	1,000,679.76
Grants - Friends of the Library	
091 I & R Services	50,464.11
903 Capital Fund	109,405.45
Total CCL Friends	159,869.56
943 Friends of HHB	11,097.87
Total Friends Funds	170,967.43
Grants and Appropriations	
002 Community Foundation Grants	3,900.91
100 CCL County Materials Fund	19,445.77
104 CCL Trust Grants	140,776.26
109 Hankin County Materials Fund	5,320.85
132 Glaxo-Smith Kline Science in the Summer	137.29
Total Grants and Appropriations	169,581.08
Special Funds	
003 Helen Russell Memorial Fund	7,431.65
105 CCL Community Day	4,034.02
106 CCL & Hankin Museum Passes	540.00
107 CCL & Hankin Author Events	3,396.99
096 Tote Bags	6,177.24
Total Special Funds	21,579.90
500 District Center Aid Funds	118,485.93
510 County Coordination Aid Funds⁵	-
Total All Funds	<u>1,642,904.95</u>
Endowment Funds	
090 Chester County Library Trust	2,323,033.15

Notes:

1. \$13,051 was transferred from the Technology Reserve (Fund 004) to bring the CCL (Fund 001) to \$0.00.
2. \$125,000 was transferred back from DCA (Fund 500) upon receipts of the DCA funds in January.
\$13,051 will be transferred back to Fund 004 in February from CCL Operating Fund 001.
\$13,645 will be transferred back to Fund 004 in February from CCA Fund 510.
3. \$100,000 was transferred back from DCA (Fund 500) upon receipts of the DCA funds in January.
4. \$100,000 was transferred back from DCA (Fund 500) upon receipts of the DCA funds in January.
5. \$13,645 was transferred from the Technology Reserve (Fund 004) to bring the CCA (Fund 510) to \$0.00.



FAMILY PLACE LIBRARIES™ *Building Foundations for Early Learning*

A Fact Sheet about Family Place Libraries™

What is a Family Place Library?

The Family Place Libraries™ initiative promotes a national model for transforming public libraries into welcoming, developmentally appropriate early learning environments for very young children, their parents and caregivers. Based on research about the importance of early brain development, the Family Place Library supports the essential role of parents as first teachers and addresses the physical, social, emotional and cognitive aspects of child development to help build a foundation for learning during the critical first years of life. By partnering and working with other social, health and educational services providers, the Family Place model aims to ensure that all children enter school ready and able to learn and positions libraries as key early childhood and family support organizations within the local community.

What are the core components of a Family Place Library?

A Family Place library offers:

- A specially designed welcoming space for families with very young children to relax, play and share books together.
- A five-week Parent/Child Workshop program series for toddlers, parents and caregivers. Fun and play-based, the program provides an environment rich with toys, books and art activities and an opportunity for families to spend time together, make friends and talk one-on-one with early childhood and family support specialists.
- Collections of books, toys, music and multimedia materials for babies, toddlers, parents and service providers.
- Services developed in partnership with community organizations including outreach to new and/or underserved audiences such as new moms, immigrant and low income families.
- Librarians specially trained in child development and family support.

Who benefits from Family Place Libraries?

Children, parents and other adults caring for very young children benefit from specially trained staff, spaces and programs designed to meet the needs of very young children and their caregivers. Community agencies, educators and family services providers benefit from having a strong community partner able to reinforce or enhance their missions, share resources and develop cooperative services. Children's librarians benefit from exposure to research on early childhood development, training and technical assistance in planning and implementing their Family Place services and access to a supportive network of peers. Libraries benefit from community and professional recognition as essential partners in early childhood development as well as increased support and use by families.

How does Family Place Libraries™ work?

Local libraries develop and administer their Family Place services with technical support from the national network team. This support includes a National Training Institute, pre-and post-training webinars, an onsite visit from the national staff, access to specialists in child development and children's library services, and a variety of support materials to assist in communications and planning. The national team also provides ongoing technical assistance via a Family Place symposium prior to Public Library Association (PLA) conferences, peer exchange and other online resources, and one-on-one email/phone consultation. Children's services library staff, trained in Family Place principles and practices, are responsible for implementing the program at the local level, with the support of their supervising librarians and library directors.

How does Family Place differ from other early childhood service programs in libraries?

The Family Place Libraries™ initiative helps librarians (and the parents they work with) apply the latest research on positive child development. As a model, it:

- Is comprehensive in its approach, including attention to space development, collections, programming, information and referral, parent engagement and other family supports;
- Involves intensive and sustained professional development for children's librarians;
- Recognizes that all learning is interrelated and, therefore, goes beyond literacy preparation to address all aspects (social, emotional, physical and intellectual) of early childhood development;
- Positions libraries as partners in community efforts to improve outcomes for very young children.

How are community agencies involved?

Family Place is designed as a collaborative model. Family Place librarians partner and work with local service providers and early childhood educators to enhance the community environment for families with very young children and to reach new and/or underserved audiences. When conducting the Parent/Child Workshop series (a core component of Family Place), community agencies provide resource professionals as part of the program. In a well-developed Family Place Library, staff actively develop and promote collaborative services.

How does a library become a Family Place library?

Libraries interested in becoming a Family Place are required to send one librarian and one administrator to a three-day Family Place Training Institute along with seven hours of pre-training online sessions. After the training, libraries are expected to implement the program during the following 18 months at which time an onsite visit is conducted by national staff. Family Place Libraries must complete an annual online survey to remain part of the network. Members of the Family Place Libraries™ network consistently offer the core components of the program, including staff trained at the Family Place Libraries Institute.

**Chester County Library was selected by the Office of Commonwealth Libraries in 2022 after an application process for virtual retraining at no cost to the library. Danielle Stokes and April Nickel completed an 8 hour per week for 8 weeks virtual training to allow Chester County Library to be recertified as a Family Place Library.

When and where are the Trainings held?

The Training Institute is conducted three or four times annually. Most of the trainings are held at the Middle Country Public Library in Centereach and Selden (NY) during the fall and spring months. A training site is also available at the Carson Branch of the County of Los Angeles Public Library.

What is the Family Place Libraries™ Network?

The Family Place Libraries concept originated at the Middle Country Public Library in Centereach, NY, in 1979. Since then the program has expanded into a national network of over 450 libraries in 30 states. A map of Family Place libraries is available on the website. The network is administered by the Family Place Libraries team at the Middle Country Public library.

**Chester County Library page on Family Place Library Finder: <https://www.familyplacelibraries.org/node/284>

Has Family Place Libraries™ been evaluated?

Several evaluations of Family Place Libraries initiative have been conducted over the past decade. These evaluations focus on the initiatives impact on parents, library staff, community partners and the public's perceptions and use of the library. Please refer to the website for full access to these evaluations. <https://www.familyplacelibraries.org/>

How can I learn more?

Contact April Nickel, Youth Services Manager, (anickel@ccls.org or 610-344-5353) to learn more about how Family Place is integrated into the Youth Services Department at Chester County Library.