CHESTER COUNTY LIBRARY BOARD OF TRUSTEES
MONTHLY MEETING
TUESDAY, MARCH 17, 2026
CHESTER COUNTY LIBRARY/VIRTUAL

AGENDA

Meeting Location: Chester County Library, 450 Exton Square Parkway, Exton, PA 19341
Zoom Link: https://us06web.zoom.us/j/82160359678?pwd=qDYBdqBiN1gH120VwkTrlNkrB8BVaD.1

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

WELCOME AND INTRODUCTIONS

ANNOUNCEMENTS
- Executive Session (If Necessary)

PUBLIC COMMENTS

REVIEW AND ADOPTION OF CONSENT AGENDA
- Minutes of February 17, 2025 (p. 2)
- Chester County Library Director Report (p. 8)
- Henrietta Hankin Branch Manager's Report (p. 13)
- Development Director's Report (p. 15)
- Statistical Reports (p. 16)

FINANCIAL STATEMENTS
- February 2026 Exton and Hankin Financial Statements (p. 19)
- February 2026 Fund Balance Report (p. 23)

FOR APPROVAL: None

FOR INFORMATION/DISCUSSION
- Public Services Presentation – OverDrive Magazines (Stephanie Sharon-Missanelli)
- CCL Board of Trustees Committee Updates (p. 24)

REPORTS/CORRESPONDENCE
- President's Report
- Director's Report (p. 8)
- Branch Manager's Report (p. 13)
- Development Director's Report (p. 15)
- Friends of the Chester County Library
- Friends of the Henrietta Hankin Branch Library
- Committee Reports

Ad Hoc Committees
- Funding Task Force
- Institutional Advancement
- Planning

Standing Committees
- Executive
- Finance
- Governance

ADJOURN

Upcoming Events
CCL Trust Board Meeting – Tuesday, March 31, 2026, 9:30AM – Chester County Library/Virtua
CCL Board Meeting – Tuesday, April 21, 2026, 9:30AM – Spring City Free Library/Virtual

CHESTER COUNTY LIBRARY
BOARD MEETING MINUTES – MONTHLY MEETING
LOCATION: Chester County Library/Virtual
February 17, 2026

CALL TO ORDER, 9:47AM

CCL Board Members Present: Bill Connor, President; Michael Skay, Treasurer; Staci Anderson, Secretary; Andy Dinniman, Member at Large; Richard Hankin, Member at Large

CCL Board Members Absent: Emily Bless, Vice President

CCL Staff Present: Jenna Persick, Director; Carey Bresler, Branch Manager; April Nickel, District Youth Services Consultant; Nancy Sapone, Circulation; Stephanie Sharon-Missanelli, Multimedia; Melissa Straka, Reference

CCLS Staff Present: Joe Sherwood, Executive Director; Barbara Baugher, Finance Manager; Devon Dadoly, Administrative Assistant; Lauren Harshaw, Continuing Education and Advocacy Coordinator; Meghan Lynch, District Consultant

WELCOME AND INTRODUCTIONS
Bill Connor, President, called the meeting to order.

EXECUTIVE SESSION ANNOUNCEMENT – None.

PUBLIC COMMENTS – Bill Connor read the public comment period guidelines. There were no public comments.

REVIEW AND ADOPTION OF CONSENT AGENDA

On motion made by Andy Dinniman, seconded by Staci Anderson, the Minutes and Consent Agenda were unanimously approved.

FINANCIAL STATEMENTS

- **January 2026 Exton and Hankin Financial Statements**
    - **CCL County Budget**
        - Vehicle - The replacement van was delivered in January rather than mid-year as assumed in the budget, which was developed based on County guidance. As a result, higher vehicle costs are being incurred for the full year rather than half of the year. This will continue to be monitored and may need a budget adjustment later in the year.

        - Personnel Services - The year-to-date budget reflects three January pay periods, while only two pay periods were charged for Standard Benefits and Retirement due to a County payroll decision. The timing difference appears to make the year-to-date results appear more favorable than the actual run rate.
        - Not included are HVAC service calls, January library van cell phones, January electricity supply charges, and January VOIP.
    - **HHB County Budget**
        - Personnel Services – Same note as above in the CCL County section
        - Costs for fire alarm testing, January electricity supply charges, and January VOIP were not included
    - **CCL State Aid Budget**
        - A patron donation of $2,000 was received in January.
- **January 2026 Fund Balance Report –** There were no comments on the fund balance. *On motion made by Andy Dinniman, seconded by Richard Hankin, the financial statements were accepted and filed for audit.*

FOR APPROVAL

- **CCL Board of Trustees Meeting Location Change -** As discussed in the CCLS meeting, the CCL Board of Trustees April meeting will be held at the Spring City Free Library, and the May 2026 meeting will be held at CCL.

  On motion made by Richard Hankin, seconded by Andy Dinniman, the CCL Board of Trustees Meeting Location Change was unanimously approved.

- **Finance Committee Recommendations**
    - **Voluntary Disclosure Agreement –** Unclaimed property reporting has not been completed for 2023 and 2024. There is currently just under $5,000 in outstanding AP checks from 2020 and 2021 that should have been sent to PA Treasury as an unclaimed property. To address this, a Voluntary Disclosure form needs to be filed with the PA Treasury. Bill Connor signed the Voluntary Disclosure form, and Barb Baugher will submit it, which will put CCL back into compliance.
    - **Discontinuation of Pennies/Cash Rounding** – Banks are no longer distributing pennies, so once the $5.10 in pennies that CCL has on hand has been given out/finished, they will not be replenished. The register vendor is working on an update expected in June 2026 that will allow cash transactions to be rounded to the nearest nickel. In the meantime, the Finance Committee recommends that CCL rounds as follows: 01 and .02 → .00; .03 and .04 → .05; .06 and .07 → .05; .08 and .09 → .10.

On motion made by Andy Dinniman, seconded by Richard Hankin, the Finance Committee recommendations were unanimously approved.

FOR INFORMATION/DISCUSSION

- **Public Services Presentation: Database Usage –** Melissa Straka gave an update on the database usage statistics and noted the following:
    - The use of language databases and news/current event databases increased in 2025.
    - The Reference Department relies heavily on subscription resources (many CCLS funded) to access the most current information.
    - The Reference librarians have noticed an increase in in-person requests for magazines.
- **Friends of the Henrietta Hankin Branch Library 2026 Funding Requests –** Carey Bresler presented the HHB 2026 funding requests that were approved by the Friends of HHB at their February meeting.

REPORTS/CORRESPONDENCE

- **President's Report** - None.
- **Director's Report**
    - The Lunar New Year celebration was a success. Unfortunately, it was too cold for the Lion Dancers to do their performance outside as planned, so it was held in the lobby instead.
    - The mobile app is working much better. Any new issues seem to be individual issues and not a systemic issue with the app.
    - Lisa Urbani, CCL Youth Services, hosted a Valentine's Day workshop for teens to make and send cards to Pocopson Home residents that was well-attended.
    - **Maintenance and Facilities**
        - The revolving door issue has been fixed.
        - CCL/HHB were closed for three days in January due to snow.
        - CCL is continuing to work through issues with cleaners, including doing walk throughs with the manager of the cleaning company, and holding meetings with County Facilities.
    - The State Annual Report is almost completed.
    - **Passport Services**
        - The new service is prepared to launch on Monday, March 2.
        - Twelve staff members are being trained to serve as agents.
        - A member of the Department of State will be visiting to help with some of the initial appointments.
    - **Sensory Kits –** Two new sensory kits are available at CCL for patrons.

  - **CC 250 –** Working on planning events that are aligned with CC250. April Nickel has been chairing the committee to assist with facilitating these events and activities.
- **Branch Manager's Report**
  - Charlotte Marron, Circulation Manager, started parental leave earlier than expected.
  - The vacant Youth Services Lead position is posted, and interviews are underway.
  - One of the most popular January programs was Menopause Management that had 37 attendees. The facilitator, Dr. Amy Capoocia is planning to do a follow-up program in February.
  - Offering Valentine's Day themed crafts in the Makerspace for the month of February.
- **Development Director's Report**
  - Devon Dadoly gave updated statistics for the CCL Trust's 2025/2026 Annual Appeal.
  - The next CCL Trust Board Meeting is scheduled for Tuesday, March 31.
- **Friends of the Chester County Library –** The Friends are working on planning the next book sale scheduled for April 10-12.
- **Friends of the Henrietta Hankin Library –** The Friends are planning to meet bi-monthly and are working on brainstorming more ideas for how to generate revenue for the library. They are running a Table Sale at HHB right now.

Meeting Adjourned.
On motion made by Andy Dinniman, seconded by Mike Skay, the meeting was adjourned.

Tuesday, February 17, 2026

TO: District Librarians
FROM: Melissa Straka, Reference Services Manager
RE: Reference Report

Database Usage Highlights

While the statistics are being retrieved and summarized for all of 2025, a brief usage and CPU snapshot is included as well as a few trends and highlights.

Vendor	Database	Type	2024		CPU	2025		CPU
Mango Languages	Mango Languages	Sessions	9,863	$	1.52	13,386	$	1.12
New York Times	New York Times	Sessions	9,319	$	0.65	101,629	$	0.06
NewsBank	Phila. Inq. Current & Historical	Sessions	9,633	$	0.83	19,448	$	0.40
Data Axle	Reference Solutions	Sessions	4,503	$	4.84	4,340	$	5.02

Business Research:

- **Reference Solutions** remained stable with a microscopic decrease by fewer than 200 sessions.
- The retrieval of records and the number of records downloaded continues to increase with just under 500,000 records downloaded in 2025; a 15% increase from 2024.
- Businesses continues to learn how to use the resources effectively and efficiently from Business Librarian Mikaila Strano.

Language Learning:

- **Mango Languages** has increased in usage in 2025 compared to 2024 and decreased slightly in CPU.
- The most used language modules in 2025 were Spanish (3,767 users), Italian (2,424), French (1,849 users), German (1,280 users), English (567 users), and Japanese (482 users)

News/Current Events:

- Usage of **Philadelphia Inquirer** sources doubled, and the CPU decreased by half.
- News has been very busy over the last year and the usage reflects the volume of news and interest in news by the public.
- New York Times usage is expected to increase in usage given the news environment and usage of other news resources.

Overall:

- Use of language, news/current events increased in 2025 with the use of our premier business resource remaining relatively static with a slight up tick in CPU (based on sessions).
- The Reference Department fields requests for news information and relies heavily on subscription resources (CCLS funded and state funded through Power Library) to access the most current information.
- Internal use of magazines has increased with Library Pages reporting missing and mis-shelved copies several times a week. An increase in in-person requests for magazines during heavy news cycles as also been noted by Reference librarians.

March 11, 2026

TO: William F. Connor, President, Board of Trustees
FROM: Jenna Persick, Director, Chester County Library
RE: Chester County Library Director's Report

Director's Notes

- CCL's Passport service is off to a great start; as of 3/10, 13 passports were processed out of 22 appointments; the 9 appointments that were booked but not processed were either due to cancellations, no-shows, or inadequate documentation or lack of checkbook to pay fees
- The CCL/HHB State Annual Report was submitted; it is now awaiting OCL approval
- Carey and I will be reviewing responses to the annual Customer Satisfaction Survey and will present a report at the May CCL Board meeting
- Staff are adjusting to Microsoft 365 and learning the various new features/processes
- Managers and Supervisors have been working on reviews; the review process needs to be completed by March 31
- Joe and I had a meeting with Rachael Griffith, Sustainability Director at the Chester County Planning Committee; we discussed some upcoming projects that the County is planning regarding EV chargers and solar panels at CCL and HHB
- The libraries were closed on Sunday, February 22 and Monday, February 23; there was a one-hour delay on Tuesday, March 3; both libraries opened at 9:30 (HHB's usual time)
- Building Updates
    - A trap primer valve above the restroom in the CCL Teen Zone leaked at the gasket and sent a significant amount of water onto the carpet in the Struble Room and outside the restroom. Peter installed a new valve and will monitor this location up in the ceiling for any further leaks
    - Peter, Joe, Carey and I are meeting with the County to discuss the HVAC control project on Thursday, March 12

Departmental Reports

Circulation Department (Nancy Sapone)

- Statistics for checkouts, holds filled, new library cards, and door counts were down slightly from January, which is typical for February
- Staff are adjusting to the migration of the Microsoft 365 platform
- Organizing and catching up from the several weather closures/delays
- Completed employee yearly performance evaluations

Jacobs Technology Center (JTC) (Sara Lim Harden)

- Makerspace Statistics: Open Hours – 44.5; Total Visits - 63
    - Usage: 3d Printer – 21; 3d Scanner – 1; Button Maker – 1; CAD Software – 2; Digitization – 1; Microscope: 2; Parts Carts – 4; Plastic Shredder – 1; Tours – 34
- Programming:
    - K-pop and K-drama Trivia on February 14

Multimedia (Stephanie Sharon-Missanelli)

- We are evaluating circulation for Library of Things and assessing and looking into what to add with 2026 funds
- All staff are working on collection maintenance projects for both the physical and digital collections

Reference (Melissa Kohl)

- West Chester University Presentation **-** CCL Business Librarian Mikaila Strano presented to Professor John Hess' senior business class on business demographics and industry market research and then reviewed plans with the students. The class is helping small businesses with their demographics research and marketing plans. Mikaila has a strong relationship with West Chester University's Business Librarian and the Business Department.
- Passport Acceptance Facility – The service started March 2, 2026. Ten passport agents are currently cycling through passport appointments to gain experience processing them. The program has been well received by patrons on social media, in person, and over the phone. Passport appointments are available on a 60-day rolling calendar. Staff/Agents have done a phenomenal job launching this new service. The Department of State's representative visited the facility on Tuesday, March 3, 2026 and guided agents with processing and inspected service requirements.

PR/Graphics/Adult Programming (Niki Kolb)

- **CCLS**
    - Completed 70 graphic work orders and produced 18,671 copies in February
    - Designed rack cards, bookmarks, posters, and flyers for Kanopy Family Plus Packs
    - Completed the February 2026 edition of Insights
    - Developing the Legislative Booklet cover and Legislative Breakfast invitation
    - Created a system-wide advertisement for County Lines (April issue) promoting Summer Reading 2026 (attached)
    - Developing a full National Library Week (April 19–25) promotional toolkit—press release, social media graphics and posts, bookmarks, and posters (theme: Find Your Joy!)
    - Drafting the National Library Week Proclamation for County Commissioners
    - Issued the RFP for the new Copier/Printer contract; bids due May 31
    - Managing typesetting and layout for the 2025 Impact Report, coordinating content with Library Directors
- **CCL**
    - Preparing quote and door wrap design for the rotating door display
    - Partnered with Melissa on graphics promoting the Passport Acceptance Facility at CCL
    - Distributed press releases for the Passport Acceptance Facility, Diabetes Workshop at Hankin, and the Declaration of Independence event
    - Developing the CC250 Bell design and accompanying description

- Adult Programming Highlights
  - "Awesome Owls" was a major success. Dawn White from the Indian Run Environmental Education Center presented with three live owls and educational materials.
  - Launched a new in-person Chair Yoga class on Wednesday mornings
  - Developing programs for the 250th Anniversary, including a "Liberty Tea Party" and a lecture titled "The Road to Gettysburg"
  - The AARP Foundation Tax-Aide Program will continue offering Monday appointments through March and into April

Technical Services (Laura Salvucci)

- Catalogers are continuing to work through a high volume of materials
- Linda Nicholson, our Head Cataloger, retired on March 6th. A second full-time cataloger is currently on medical leave.
- In February, catalogers created 1,208 bibliographic records and 1,294 item records for CCL and HHB

Volunteers (Ronna Dewey)

- Hiring for the Teen Summer Volunteer Program is under way. We have already received 25 applications in a week.
- Preparing for Friends of Chester County Library Book Sale April 10-12, 2026
- Planning Spring Volunteer Appreciation Luncheon for April 23, 2026

Youth Services (April Nickel)

- 8 Remake Learning Days Teen applications were submitted, 4 will be accepted. Teens will be mentored by YS staff to lead a 1-hour Remake Learning Days school age program May 11-14.
- 150 families, 465 total participants in the Winter Read Aloud program. The raffle winner was drawn on 3/11.
- Chess club is now a registration required program. It moved into the story time room on 2/26 with positive results.

<u>Department Personnel</u>

New Hires

- Katherine Kramer – PT Library Assistant – JTC (3/10)

Resignations

- Pam Marquette – PR/Graphics (3/31)

Vacancies

- **JTC/Makerspace –** 1 PT Library Assistant
- **Circulation –** 1 PT Library Assistant, 1 PT Library Page
- **Youth Services –** 1 PT Library Assistant, 1 PT Library Page
- **Multimedia –** 1 PT Library Assistant
- **Van Driver –** 1 PT Van Driver (starting interviews this week)
- **Administration –** Development Coordinator
- **Technical Services –** Librarian III Catalog Librarian

Committee Reports

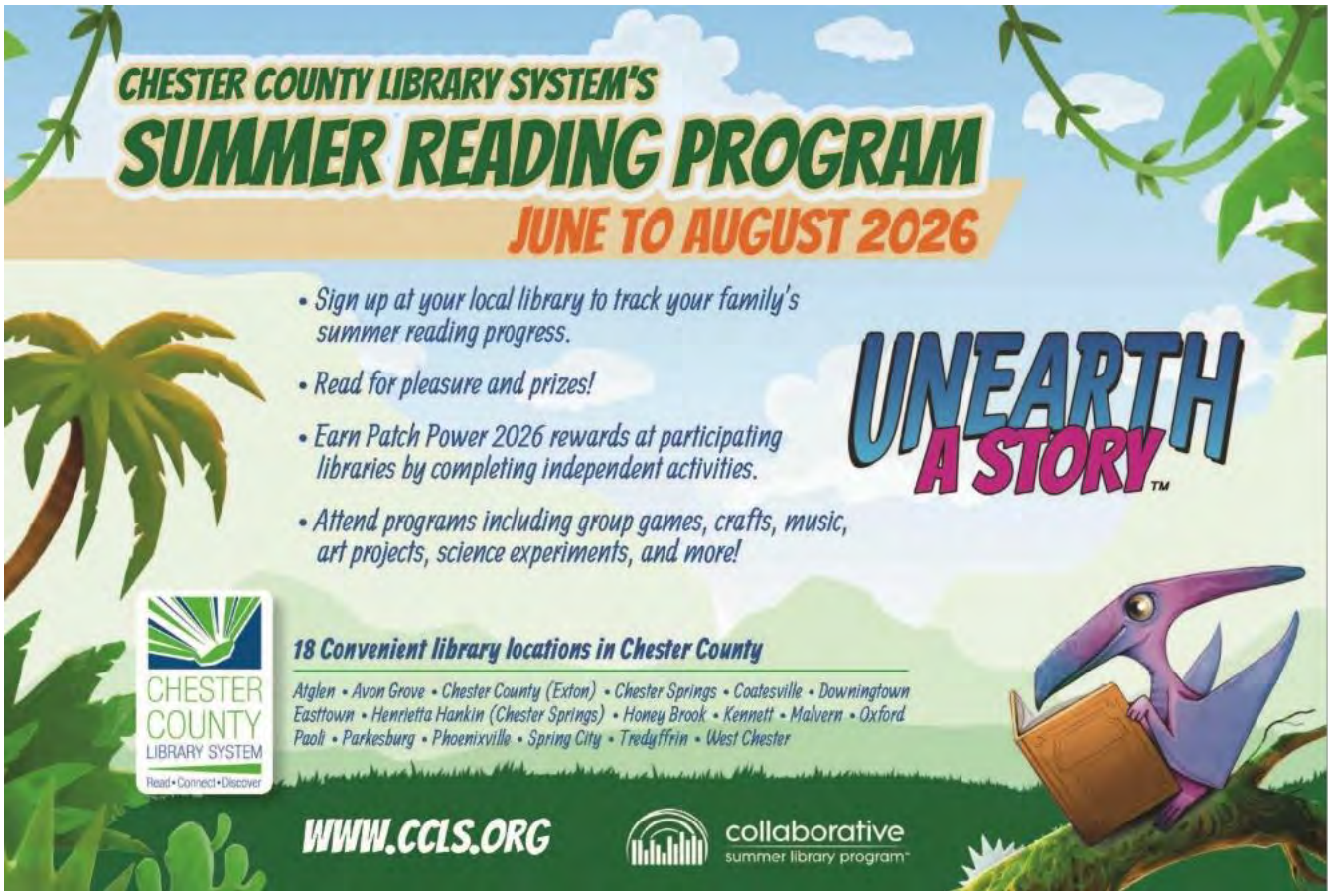
America 250 (April Nickel) – Attended CC250 County Commission meeting on 3/5; CCL YS has scheduled 2 Performers from the American Historical Theater, playing Betsy Ross and Ned Hector and is working to schedule Two of a Kind for a historical/patriotic music event and Matthew Dodd for Songs and Stories about the American Revolution.

CCL/HHB DEI Committee (Claire Michelle Viola) - The CCL/HHB DEI Committee met to discuss how they want to tackle several goals in the new year including, how to research and set initiatives going forward, what prior projects can be modified for more success, and how to better communicate with other committees to optimize projects without duplicating effort

XYZ Committee (Emily Cackowski) – February programming included a well attended Book Bedazzling program. The committee met to plan Spring programming which will include Felted Wool Birds' Nest; Make Your Own Flower Crown program; Spring Puzzle Swap.

Meetings and Trainings Attended

2/18 HHB Morning meeting
Afternoon Book Group
2/19 General Staff meetings (9 and 3)
2/20 Meeting with Rachael Griffith
2/23 Libraries closed (snow)
2/24 Libraries closed (snow)
2/25 Library Management meeting
3/3 Libraries 1 hour delayed opening (9:30)
CCL Friends Board meeting
3/10 SAC/DLM meeting
3/12 Meeting with County for HVAC control project
3/13 Freaky Friday Pi-Day party
3/16 Hosting Health Advocate Orientation session (Zoom)
3/17 CCLS/CCL Board meetings


CHESTER COUNTY LIBRARY SYSTEM'S
SUMMER READING PROGRAM
JUNE TO AUGUST 2026
• Sign up at your local library to track your family's summer reading progress.
• Read for pleasure and prizes!
• Earn Patch Power 2026 rewards at participating libraries by completing independent activities.
• Attend programs including group games, crafts, music, art projects, science experiments, and more!
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CHESTER COUNTY LIBRARY SYSTEM
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January 13, 2026

TO: Board of Trustees, Chester County Library and District Center
FROM: Carey Bresler, Henrietta Hankin Branch Manager
RE: Report on the Henrietta Hankin Branch

Branch Manager's Notes

- Chester Springs Library continues to use our Annex Room A as their "satellite" library.
- Staff evaluations are completed, and meetings are being scheduled.
- Karen Clickener-Ousey was promoted to Librarian III- YS Lead. Her former position, YS Librarian II, is currently vacant.

Departmental Reports

Building Updates (Peter Greulich, Facilities Manager)

- Diversified Refrigeration found a gas valve and flame sensor in need of replacement on the HHB Rooftop Unit 6. These parts have been ordered. The unit heats erratically.
- The Community Room in HHB suffered some water damage following a rainstorm. I found leaves and other debris clogging a downspout entrance in the rain gutter outside the Community Room and suspect this was the cause of the leak. I intend to clean the remaining rain gutters at HHB as soon as possible.

Circulation (Charlotte Marron, Circulation Manager)

- Circulation numbers were down a little in February from last February but most likely due to weather closures.
- Library Assistant (FT) Lindsey Colantuno has given her notice, and her last day is 3/14.
- Charlotte is on Parental Leave until May.
- Our Book Locker continues to be used regularly and is consistently filled for most days of the week.

Makerspace (Tom Lally, Makerspace Staff)

- Maker Monday programs in February included LEGO Build, Valentine's Day Hearts, and Handprint Polar bears, garnering 10, 2, and 10 attendees, respectively.
- The Makerspace monthly project was Valentine's Day Cards. 5 attendees took part in the project over the course of the month.
- Throughout February, the Makerspace had 14 attendees for appointments.
- One-on-One Sewing Tutorials with our volunteer, Loraine, totaled 4 appointments.
- Dungeons and Dragons for ages 7-10, with our volunteer, Cody was held on February 14th and had full attendance with 7 patrons.
- In March, our monthly craft will be Personalized Piggy Banks using our Cricut.

Reference (Carey Bresler, Branch Manager)

- In January, we had 31 in person programs, 10 hybrid or virtual programs and 10 passive programs.
- In February (Feb 12th to Feb 27th) the AARP Tax Experts filed 123 tax returns; that when you factor in that some of them were joint returns, translates to 160 people helped.
- On March 9th, we hosted a very popular and informative program "The Underground Railroad in Chester County" a presentation by Director of Collections & Curator of the Chester County History Center, Ellen Endslow. There were 91 registrations for this program.

Youth Services (Susan Farrell, Youth Services Lead)

- In February, the Youth Services staff planned and conducted 32 in-person programs including Take Your Child to the Library Day, story times, STEAM programs, Intro to Lit, and yoga.
- A total of 519 people participated in passive programs (I Spy, Scavenger Hunt, Let's Play and Wee Play). A total of 122 Take-and-Make Crafts were distributed.
- 170 families registered for the Winter Read Aloud that ran for the month of February.

Department Personnel

Vacancies

FT Library Assistant – Customer Service - Due to Lindsey Colantuno's resignation
FT Librarian III – Youth Services – Due to Karen Clickener-Ousey's promotion

Meetings & Trainings Attended

3/10 PaLA Scholarship Committee Meeting
3/10 DLM
3/11 Institutional Advancement Committee
3/17 CCLS/CCL Board Meeting
3/19 Geneal Staff Meeting
3/20 Hankin Staff Meeting
3/25 Public Services Meeting
3/31 CCL Trust Meeting
3/31 CCL/HHB PIC Meeting

March 11, 2026

TO: CCL Board of Directors
FROM: Devon Dadoly, Administrative Assistant
RE: Development Director Report

CCL Trust Audit

- All documents requested have been sent to the auditors and the audit is underway.
- This audit when complete, is incorporated into the CCL audit.

CCL Trust

- Annual Appeal Statistics
    - As of February March 11, 2026, Bloomerang CRM is reflecting that the 2026 Annual Appeal has raised $40,182 through 291 individual donations.
    - Of these donations, about 51% of them are from donors have donated to the CCL Trust before.
    - The Annual Appeal is 80% of the way to its goal of $50,000.
- The next CCL Trust Board Meeting is scheduled for Tuesday, March 31, 2026 at 9:30AM.

Development Director Vacancy

- The position is posted and applications have been submitted.
- The hiring committee is comprised of:
    - Joe Sherwood, CCLS Executive Director
    - Meghan Lynch, CCLS District Consultant
    - Lauren Harshaw, CCLS Continuing Education and Advocacy Coordinator
    - Justine Fafara, Malvern Library Director
    - Lara Lorenzi, Phoenixville Library Director
    - Jenna Persick, Chester County Library Director
    - Other members will be added for the 2nd interviews.
- The committee met and reviewed the applications and interviews are being scheduled.

CCL/HH Checkouts

Month	2019	2023	2024	2025	2026	2019 Cumulative Total	2023 Cumulative Total	2024 Cumulative Total
Jan	135,903	128,197	132,104	128,345	130,685	135,903	126,295	132,104
Feb	128,133	120,950	127,064	122,037	120,761	264,036	247,245	259,168
Mar	140,394	135,879	137,074	134,398		404,430	383,124	396,242
Apr	129,971	122,582	127,656	125,790		534,401	505,706	520,898
May	127,542	119,361	122,951	129,290		661,943	625,067	646,291
Jun	150,131	138,218	136,571	142,854		812,074	763,285	783,420
Jul	166,437	146,422	150,805	152,609		978,511	909,707	934,225
Aug	151,069	143,907	141,102	141,975		1,129,580	1,053,614	1,075,327
Sept	130,366	127,126	123,223	126,751		1,259,946	1,180,740	1,198,550
Oct	130,960	121,085	119,497	124,573		1,390,906	1,301,825	1,318,047
Nov	122,859	119,507	117,368	120,354		1,513,765	1,421,332	1,435,415
Dec	118,069	116,365	116,958	115,915		1,631,834	1,538,509	1,552,373
Total	**1,631,834**	**1,539,599**	**1,552,373**	**1,564,891**	**251,446**			

Rotating Reads Checkout (CCL & HHB)

Month	2023 CCL	2024 CCL	2025 CCL	2026 CCL	2023 HHB	2024 HHB	2025 HHB	2026 HHB
Jan	234	261	224	197	191	200	188	151
Feb	230	236	182	177	176	185	190	157
Mar	250	242	220		213	189	217	
Apr	239	208	245		212	191	194	
May	256	238	274		204	221	207	
Jun	262	238	303		213	218	245	
Jul	271	238	348		222	267	270	
Aug	267	251	311		239	181	234	
Sept	235	218	269		176	170	240	
Oct	226	211	254		172	177	194	
Nov	208	206	205		177	166	153	
Dec	206	231	188		170	174	164	
Total	**2,884**	**2,778**	**3,023**	**374**	**2,365**	**2,339**	**2,496**	**308**

Mail Order Delivery (MOD)

Month	2023 Mailed to Individuals	2024 Mailed to Individuals	2025 Mailed to Individuals	2026 Mailed to Individuals	2023 Older Adult Facilities	2024 Older Adult Facilities	2025 Older Adult Facilities	2026 Oider Adult Facilities
Jan	121	110	113	74	134	145	139	138
Feb	111	113	111	75	148	138	124	180
Mar	110	120	111		144	134	126	
Apr	114	120	82		145	145	102	
May	112	122	88		146	132	177	
Jun	113	129	111		160	131	140	
Jul	111	130	107		189	129	139	
Aug	115	123	101		137	127	151	
Sept	110	113	38		152	134	196	
Oct	112	115	89		137	160	129	
Nov	110	105	64		140	136	35	
Dec	108	110	66		104	135	139	

CCL Meeting Room Statistics

MONTH	2023 # OF HOURS USED (SMALL)	2024 # OF HOURS USED (SMALL)	2025 # OF HOURS USED (SMALL)	2026 # OF HOURS USED (SMALL)	2023 # OF RESERVATIONS (SMALL)	2024 # OF RESERVATIONS (SMALL)	2025 # OF RESERVATIONS (SMALL)	2026 # OF RESERVATIONS (SMALL)	2023 # OF HOURS USED (PUBLIC)	2024 # OF HOURS USED (PUBLIC)	2025 # OF HOURS USED (PUBLIC)	2026 # OF HOURS USED (PUBLIC)	2023 # OF RESERVATIONS (PUBLIC)	2024 # OF RESERVATIONS (PUBLIC)	2025 # OF RESERVATIONS (PUBLIC)	2026 # OF RESERVATIONS (PUBLIC)
Jan	259.75	390	418	567	140	201	218	291	108.75	136	171	228	45	64	64	82
Feb	372.25	444	567	739	168	242	277	326	168.75	177	217	229	66	81	79	87
Mar	474	490	667		224	257	327		214.5	198	263		88	90	87	
Apr	366.25	456	709		192	255	344		360.25	341	382		71	71	75	
May	443.95	434	678		224	234	318		132.25	146	171		50	65	68	
Jun	361.5	313	622		189	194	280		133.5	165	155		50	62	62	
Jul	193	488	732		350	268	316		53	190	179		139	68	62	
Aug	443	419	374		226	234	148		121	147	172		50	47	64	
Sept	402	427	686		215	220	321		230	249	244		84	69	70	
Oct	410	446	666		221	236	337		346	329	334		81	77	70	
Nov	410	388	575		223	200	294		173	134	176		64	56	68	
Dec	344	205	560		197	103	268		522	153	223		249	61	70	
Total	**4,479.70**	**4,900.00**	**7,254.00**		**2,569.00**	**2,644.00**	**3,448.00**		**2,563.00**	**2,365.00**	**2,687.00**		**1,037.00**	**811.00**	**839.00**	

HHB Meeting Room Statistics

MONTH	2023 # OF HOURS USED	2024 # OF HOURS USED	2025 # OF HOURS USED	2026 # OF HOURS USED	2023 # OF RESERVATIONS	2024 # OF RESERVATIONS	2025 # OF RESERVATIONS	2026 # OF RESERVATIONS
Jan	76.5	207	222	219	36	66	61	61
Feb	81	99	138.25	138	34	38	55	46
Mar	78.25	159.3	219		34	63	79	
Apr	84.7	188.5	185.5		40	66	60	
May	88.5	140.87	178.25		39	61	63	
Jun	90.5	112.25	168.25		33	47	62	
Jul	69.75	95.75	192.77		30	32	71	
Aug	128.75	131.5	153.5		41	46	52	
Sept	80.17	91.6	102.75		31	35	38	
Oct	148	188.5	157.25		54	75	51	
Nov	104.25	148.25	185		39	63	65	
Dec	136.5	158.75	172.25		40	65	50	
Total	**1,166.87**	**1,721.27**	**2,074.77**		**451.00**	**657.00**	**707.00**	

Volunteer/Friends Hours

Month	2023 Library Volunteer Hours	2024 Library Volunteer Hours	2025 Library Volunteer Hours	2026 Library Volunteer Hours	2024 Friends Hours (CCL + HHB)	2025 Friends Hours (CCL + HHB)	2026 Friends Hours (CCL + HHB)	2024 Total Volunteer Hours (Vol + Friends)	2025 Total Volunteer Hours (Vol + Friends)	2026 Total Volunteer Hours (Vol + Friends)	2024 # of Active Volunteers	2025 # of Active Volunteers	2026 # of Active Volunteers
Jan	695.75	744.5	579	420	232.75	159	204	1976.25	738	624	116	91	137
Feb	647.50	811.5	498.75	485	220.00	179.50	194	1,031.50	678.25	679	118	92	137
Mar	782.75	776.75	591		953.75	136.25		2321.5	727.25		121	91	
Apr	742.75	776.75	589.75		308.50	207.00		1,675.00	796.75		111	116	
May	670.50	715.5	544.5		192.5	182.75		1452.5	727.25		129	146	
Jun	849.50	800.25	727.5		180	152.95		1707.75	880.45		133	160	
Jul	967.50	996.75	918.75		228	184		2143.5	1102.75		136	109	
Aug	969.75	831.75	789.5		211.75	154.5		1833	944		132	114	
Sept	682.75	704.5	669.25		237.5	188		1611.25	857.25		126	117	
Oct	778.00	801.75	604		251	245.5		1656.75	849.5		118	112	
Nov	679.75	666	437.5		143.75	216.5		809.75	654		93	112	
Dec	810.00	596	544.5		142.5	171		738.5	715.5		91	134	
Total	**9,276.50**	**9,222.00**	**7,494.00**		**3,302.00**	**2,176.95**		**18,957.25**	**9,670.95**				

CCL Door Count

Month	2023	2024	2025	2026	2023 Cumulative Total
Jan	19,283	21,691	23,273	22,070	19,283
Feb	20,123	23,704	23,123	21,988	39,406
Mar	23,656	25,463	26,674		63,062
Apr	20,829	26,130	25,951		83,891
May	20,281	23,476	24,352		104,172
Jun	24,960	27,447	28,949		129,132
Jul	28,771	32,077	31,853		157,903
Aug	27,152	28,963	28,268		185,055
Sept	23,180	23,294	23,997		208,235
Oct	23,307	24,413	24,628		231,542
Nov	21,162	22,068	22,237		252,704
Dec	20,796	21,629	21,493		273,500
Total	**273,500**	**300,355**	**304,798**	**44,058**	

HHB Door Count

Month	2023	2024	2025	2026	2023 Cumulative Total
Jan	7,721	9,261	9,677	9,300	7,721
Feb	7,436	8,991	9,370	8,531	15,157
Mar	8,925	10,201	10,939		24,082
Apr	7,821	10,217	9,956		31,903
May	7,968	8,941	9,880		39,871
Jun	9,703	9,837	10,896		49,574
Jul	9,976	11,498	12,243		59,550
Aug	10,064	10,387	10,590		69,614
Sept	8,010	8,798	8,083		77,624
Oct	8,861	14,860	9,836		86,485
Nov	8,530	8,748	8,653		95,015
Dec	9,548	9,863	9,490		104,563

Chester County Library
County Budget Report - Exton Library - FINAL
Period Ending December 31, 2025

	2025 Annual Budget	2025 YTD Budget	2025 YTD Actual	2024 YTD Actual	2025 YTD Budget Variance	2025 YTD Budget Variance %	2025 Balance	Percentage Remaining
Personnel Services								
Salaries	3,244,385	3,244,385	3,345,865	3,195,285	(101,480)	-3.1%	(101,480)	-3.1%
Wages	930,961	930,961	873,880	859,282	57,081	6.1%	57,081	6.1%
Fringe Benefits	1,306,769	1,306,769	1,280,917	1,057,637	25,852	2.0%	25,852	2.0%
Security Provided by the County EMS	23,579	23,579	23,578	21,881	1	0.0%	1	0.0%
Total Personnel Services	**5,505,694**	**5,505,694**	**5,524,241**	**5,134,085**	**(18,547)**	**-0.3%**	**(18,547)**	**-0.3%**
Library Materials	70,000	70,000	70,000	70,000	-	0.0%	-	0.0%
Core Expenditures								
Supplies, Maintenance, and Services	179,540	179,540	167,468	195,829	12,072	6.7%	12,072	6.7%
Insurance	24,310	24,310	24,310	15,354	-	0.0%	-	0.0%
Utilities	160,568	160,568	152,046	136,368	8,522	5.3%	8,522	5.3%
Vehicle Expense	47,864	47,864	46,907	47,230	957	2.0%	957	2.0%
Total Core Expenditures	**412,282**	**412,282**	**390,730**	**394,781**	**21,552**	**5.2%**	**21,552**	**5.2%**
Indirect Costs	681,248	681,248	681,248	672,617	-	0.0%	-	0.0%
Capital Outlay	-	-	-	-	-	0.0%	-	0.0%
Vehicle Capital	-	-	-	19,813	-	0.0%	-	0.0%
TOTAL	**6,669,224**	**6,669,224**	**6,666,219**	**6,291,296**	**3,005**	**0.0%**	**3,005**	**0.0%**

Notes:

Personnel Services:

$37,220 in salaries and $8,591 in wages earned December 28 - December 31 were accrued to December 2025. The related payroll was paid on January 16, 2026

$5,888 in Q4'2025 security costs

Supplies, Maintenance, and Services:

$775 - Light bulbs

Utilities:

$5,072 - November WGL Energy electricity supply charges

$448 - December VOIP

Chester County Library
County Budget Report - Hankin Library - FINAL
Period Ending December 31, 2025

	2025 Annual Budget	2025 YTD Budget	2025 YTD Actual	2024 YTD Actual	2025 YTD Budget Variance	2025 YTD Budget Variance %	2025 Balance	Percentage Remaining
Personnel Services								
Salaries	511,450	511,450	542,577	499,553	(31,126)	-6.1%	(31,127)	-6.1%
Wages	327,601	327,601	288,209	293,134	39,392	12.0%	39,392	12.0%
Fringe Benefits	238,389	238,389	233,764	193,183	4,625	1.9%	4,625	1.9%
Total Personnel Services	**1,077,440**	**1,077,440**	**1,064,550**	**985,870**	**12,890**	**1.2%**	**12,890**	**1.2%**
Library Materials	20,000	20,000	20,000	20,000	-	0.0%	-	0.0%
Core Expenditures								
Supplies, Maintenance, and Services	124,985	124,985	118,474	95,751	6,511	5.2%	6,511	5.2%
Insurance	9,960	9,960	9,960	6,000	-	0.0%	-	0.0%
Utilities	58,449	58,449	59,995	51,953	(1,546)	-2.6%	(1,546)	-2.6%
Total Core Expenditures	**193,394**	**193,394**	**188,429**	**153,704**	**4,965**	**2.6%**	**4,965**	**2.6%**
Indirect Costs	206,343	206,343	206,343	257,593	-	0.0%	-	0.0%
Capital Outlay	-	-	-	-	-	0.0%	-	0.0%
TOTAL	**1,497,177**	**1,497,177**	**1,479,322**	**1,417,167**	**17,855**	**1.2%**	**17,855**	**1.2%**

Notes:

Personnel Services:

$11,089 in salaries and $3,42 in wages earned December 28 - December 31 were accrued to December 2025. The related payroll was paid on January 16, 2026

Supplies, Maintenance, and Services:

$2,154 - December no heat call

Utilities:

$1,884 - November WGL Energy electricity supply charges

$125 - December VOIP

Chester County Library and District Center
State Aid Budget Report - Exton Library - Preliminary
Period Ending February 28, 2026

Revenue	2026 Annual Budget	2026 YTD Budget	2026 YTD Actual	2025 YTD Actual	2026 YTD Budget Variance	2026 YTD Budget Variance %	2026 Balance	Percentage Remaining
State Revenue								
State Aid	420,987	420,987	420,987	391,730	-	0.0%	-	0.0%
State Aid - Others	1,483,928	1,483,928	1,483,928	1,386,982	-	0.0%	-	0.0%
Total State Revenue	1,904,915	1,904,915	1,904,915	1,778,712	-	0.0%	-	0.0%
Other Revenue								
Township Appropriations	20,000	20,000	20,000	20,000	-	0.0%	-	0.0%
Charges	52,150	8,692	11,387	8,946	2,695	31.0%	(40,763)	-78.2%
Fines and Overdues	73,000	12,167	12,992	13,597	825	6.8%	(60,008)	-82.2%
Interest	14,000	3,500	(495)	1,361	(3,995)	-114.1%	(14,495)	-103.5%
Donations and Fundraisers	2,550	425	2,826	1,145	2,401	564.9%	276	10.8%
Transfer from County for Materials	66,000	16,500	16,500	17,500	-	0.0%	(49,500)	-75.0%
Miscellaneous Revenue	2,570	430	938	819	508	118.1%	(1,632)	-63.5%
Total Other Revenue	230,270	61,713	64,148	63,369	2,434	3.9%	(166,122)	-72.1%
Total Revenue	**2,135,185**	**1,966,628**	**1,969,062**	**1,842,080**	**2,434**	**0.1%**	**(166,122)**	**-7.8%**

Expenditures	2026 Annual Budget	2026 YTD Budget	2026 YTD Actual	2025 YTD Actual	2026 YTD Budget Variance	2026 YTD Budget Variance %	2026 Balance	Percentage Remaining
Library Materials	486,987	81,164	51,296	59,624	29,868	36.8%	435,690	89.5%
Services and Charges	94,062	15,677	11,745	17,906	3,932	25.1%	82,317	87.5%
Supplies	32,080	5,347	630	2,442	4,717	88.2%	31,450	98.0%
Miscellaneous Expenditures	17,740	2,957	1,768	3,709	1,189	40.2%	15,972	90.0%
Transfer State Aid - Others	1,483,928	1,483,928	1,483,928	1,386,982	-	0.0%	-	0.0%
Capital Outlay	20,388	3,398	5,041	5,164	(1,643)	-48.4%	15,347	75.3%
Total Expenditures	**2,135,185**	**1,592,471**	**1,554,408**	**1,475,826**	**38,063**	**2.4%**	**580,776**	**27.2%**
Revenue over Expenditures	**-**	**374,157**	**414,654**	**366,255**	**40,497**		**414,654**	

Notes:

Township Appropriations: $20,000 West Whiteland check received in the first week of February 2026

Miscellaneous Revenue: Miscellaneous revenue includes a one-time $568 payment from the Visa / MasterCard merchant fee settlement related to credit card transactions processed by the library from 2004 -2019

Interest: $495 represents the money owed to Tredyffrin/Paoli for Q4'2025 paid in January 2026

Chester County Library and District Center
State Aid Budget Report - Hankin Library - Preliminary
Period Ending February 28, 2026

Revenue	2026 Annual Budget	2026 YTD Budget	2026 YTD Actual	2025 YTD Actual	2026 YTD Budget Variance	2026 YTD Budget Variance %	2026 Balance	Percentage Remaining
State Revenue								
State Aid	105,247	105,247	105,247	97,932	-	0.0%	-	0.0%
Total State Revenue	105,247	105,247	105,247	97,932	-	0.0%	-	0.0%
Other Revenue								
Township Appropriations	8,300	-	1,000	-	1,000		(7,300)	-88.0%
Charges	14,800	2,467	4,355	3,370	1,888	76.6%	(10,445)	-70.6%
Fines and Overdues	22,900	3,817	4,921	4,885	1,104	28.9%	(17,979)	-78.5%
Interest	1,000	250	-	-	(250)	-100.0%	(1,000)	-100.0%
Donations and Fundraisers	3,500	583	188	66	(395)	-67.7%	(3,312)	-94.6%
Transfer from County for Materials	19,000	4,750	4,750	5,000	-	0.0%	(14,250)	-75.0%
Miscellaneous Revenue	605	101	119	98	18	18.0%	(486)	-80.2%
Total Other Revenue	70,105	11,968	15,333	13,419	3,365	28.1%	(54,772)	-78.1%
Total Revenue	**175,352**	**117,215**	**120,580**	**111,352**	**3,365**	**2.9%**	**(54,772)**	**-31.2%**

Expenditures	2026 Annual Budget	2026 YTD Budget	2026 YTD Actual	2025 YTD Actual	2026 YTD Budget Variance	2026 YTD Budget Variance %	2026 Balance	Percentage Remaining
Library Materials	151,001	25,167	14,220	10,064	10,946	43.5%	136,781	90.6%
Services and Charges	11,786	1,964	777	1,731	1,188	60.5%	11,009	93.4%
Supplies	7,650	1,275	654	852	621	48.7%	6,995	91.4%
Miscellaneous Expenditures	2,971	495	475	497	20	4.1%	2,496	84.0%
Capital Outlay	1,944	324	-	-	324	100.0%	1,944	100.0%
Total Expenditures	**175,352**	**29,225**	**16,126**	**13,144**	**13,099**	**44.8%**	**159,225**	**90.8%**
Revenue over Expenditures	**-**	**87,989**	**104,454**	**98,208**	**16,464**		**104,454**	

Notes:

Township Appropriations: We received $1,000 from Warwick Township in Feburary

Interest: Interest is recorded quarterly, so you will not see an interest charge reflected until March 31, 2026

Chester County Library
Fund Balance Report
Period Ending February 28, 2026

	Balance	Notes
Operating Funds		
001 CCL	401,912	
043 HHB	99,763	
Total Operating Funds	**501,676**	
Reserve Funds		
004 CCL Technology	408,329	
400 CCL Capital Reserve	141,639	
410 CCL Program	237,989	
450 HHB Capital Reserve	249,493	
451 CCL & HHB Materials	198,148	
Total Reserve Funds	**1,235,598**	
Grants - Friends of the Library		
091 CCL Friends Grants	36,887	
903 CCL Friends Grants (Unassigned)	121,594	
Total CCL Friends	**158,481**	
943 HHB Friends Grants	638	
Total Grants - Friends of the Library	**159,119**	
Grants and Appropriations		
002 CC Community Foundation Grants	11,896	
100 CCL County Materials	13,797	$1,055 rolled over from 2025
104 CCL Trust Grants	157,873	
109 HHB County Materials	4,884	$194 rolled over from 2025
132 CCL GSK Science in the Summer	152	
Total Grants and Appropriations	**188,602**	
Special Funds		
003 CCL Helen Russell Memorial	8,234	
096 CCL Courtesy Bags	2,121	
105 CCL Community Day	1,155	
107 CCL & HHB Author Events	3,538	
Total Special Funds	**15,049**	
500 District Center Aid	**170,232**	
510 County Coordination Aid	**497,144**	
Total All Funds	**2,767,420**	
Endowment Funds		
090 CCL Trust	**2,695,973**	

Wednesday, March 11, 2026

TO: CCLS / CCL Board
FROM: Bill Connor, Board President
Joe Sherwood, Executive Director
RE: Proposed CCLS/CCL Ad Hoc Committee Structure Changes for 2026

After reviewing our committee structure for the CCLS / CCL Board and the fact that we have a vacant Board position, we are recommending some changes to the Ad Hoc committee structure for 2026.

2026 Committee Structure Proposal

Ad Hoc Committees - These are committees that are created for a specific purpose. Below are the proposed charges and no more than 2 board members on a committee. President is Ex-Officio (non-voting) member of all committees.

- **Institutional Advancement Committee**
  - Charge/Resolution – This committee is responsible for recommending to the CCLS/CCL Board overall programmatic goals and coordinating efforts to establish a brand identity and community awareness of both the System and member libraries. With a long-term goal of maximizing overall community support. **A focus in 2026 will be reviewing strategy for local municipal advocacy and presenting information to the County Commissioners.**
- **Planning Committee (Strategic, Facility & Technology)**
  - Charge/Resolution – This Committee is responsible for reviewing and evaluating current Strategic Plans, overseeing new Strategic Plan efforts and ensuring that any major facility expansions (specifically for CCL/HH) consider the current Strategic plan direction, review Technology proposals and make recommendations to the Board. **Additionally, for 2026, reviewing an updated sustainability analysis and data for usage in advocacy.**
- **Funding Task Force (this committee will be on hiatus for 2026)**
  - Charge/Resolution – This committee is a five to ten-member group responsible for investigating and making recommendations to the CCLS Board for ways to increase funding, particularly at the Local, County and State levels.

2025 Committee Structure

- **Funding Task Force**
  - Charge/Resolution – This committee is a five to ten-member group responsible for investigating and making recommendations to the CCLS Board for ways to increase funding, particularly at the Local, County and State levels.
- **Institutional Advancement Committee**
  - Charge/Resolution – This committee is responsible for recommending to the CCLS/ CCL Board overall programmatic goals and coordinating efforts to establish a brand identity and community awareness of both the System and member libraries. With a long-term goal of maximizing overall community support. A focus in 2025 will be reviewing CCL's strategy for local municipal advocacy.

- Planning Committee (Strategic, Facility & Technology)
    - Charge/Resolution – This Committee is responsible for reviewing and evaluating current Strategic Plans, overseeing new Strategic Plan efforts and ensuring that any major facility expansions (specifically for CCL/HH) consider the current Strategic plan direction, review Technology proposals and make recommendations to the Board.

2025 CCLS/CCL Board Committees

The following is the list of the committees for 2025. Charges for these committees are outlined in the by-laws. President is Ex-Officio (non-voting) member of Governance and Finance Committee.

Standing Committees

Executive Committee
Membership – President, Secretary, and Treasurer

1. Mike Skay, CCLS/CCL Board President
2. Bill Connor, CCLS/CCL Board Secretary
3. Emily Bless, CCLS/CCL Board Treasurer

Governance Committee
Membership - 2 Board Members max.

1. Richard Hankin, – Chair, CCLS/CCL Board Trustee (Vice President)
2. Mark Carroll, CCLS/CCL Board Trustee
3. Joe Sherwood, CCLS Executive Director
4. Lauren Harshaw*, CCLS Staff Development & Advocacy Coordinator
5. Jenna Persick, CCL Director
6. Carey Bresler, HHB Manager

Additional charge for Governance in 2025 will be handling Policy reviews and making recommendations to the Board.

Finance Committee
Membership – Treasurer and One Board Member max.

1. Emily Bless, CCLS/CCL Board Treasurer - Chair
2. Bill Connor, CCLS/CCL Board Secretary
3. Joe Sherwood, CCLS Executive Director
4. Barb Baugher*, Finance Manager
5. Jenna Persick, CCL Director
6. Carey Bresler, HHB Manager

Ad Hoc Committees

These are committees that are created for a specific purpose. Below are the proposed charges and no more than 2 board members on a committee. President is Ex-Officio (non-voting) member of all committees.

Funding Task Force
Charge/Resolution – This committee is a five to ten-member group responsible for investigating and making recommendations to the CCLS Board for ways to increase funding, particularly at the Local, County and State levels.
Membership = Committee Members can be Member Library Board Trustees, Member Library Directors, and/or CCLS Staff members.

1. Mike Skay, CCLS/CCL Board Trustee - Chair
2. Mark Carroll, CCLS/CCL Board Trustee
3. Jack Hines, Downingtown Library Board Trustee
4. Nicole Richards*, CCLS Development Director
5. Joe Sherwood, CCLS Executive Director
6. Meghan Lynch, CCLS District Consultant
7. Lauren Harshaw, CCLS Staff Development & Advocacy Coordinator
8. Mallory Hoffman, Tredyffrin Township Libraries Director
9. Justin Fafara, Malvern Library Director
10. VACANT - Member Library Representative (Can be Library Director or Trustee)

*Staff Support Liaison

2025 CCLS/CCL Board Committees

Institutional Advancement Committee

Charge/Resolution – This committee is responsible for recommending to the CCLS/CCL Board overall programmatic goals and coordinating efforts to establish a brand identity and community awareness of both the System and member libraries. With a long-term goal of maximizing overall community support. A focus in 2025 will be reviewing CCL's strategy for local municipal advocacy.

1. Staci Anderson CCLS/CCL Board Trustee – Chair
2. Andy Dinniman, CCLS/CCL Board Trustee
3. Niki Kolb*, Public Relations & Graphic Design Specialist
4. Joe Sherwood, CCLS Executive Director
5. Jenna Persick, CCL Director
6. Carey Bresler, HHB Manager
7. Nicole Richards, CCLS Development Director
8. Lauren Harshaw, CCLS Staff Development & Advocacy Coordinator
9. Amber Osborne, Easttown Library Director
10. Chris Manna, Kennett Library Director

Planning Committee (Strategic, Facility & Technology)

Charge/Resolution – This Committee is responsible for reviewing and evaluating current Strategic Plans, overseeing new Strategic Plan efforts and ensuring that any major facility expansions (specifically for CCL/HH) consider the current Strategic plan direction, review Technology proposals and make recommendations to the Board.

1. Richard Hankin, CCLS/CCL Board Vice President - Chair
2. Andy Dinniman, CCLS/CCL Board Trustee
3. Meghan Lynch*, CCLS District Consultant
4. Joe Sherwood, CCLS Executive Director
5. Jenna Persick, CCL Director
6. Carey Bresler, HHB Manager
7. Tony Wagner, CCLS Head of Computer Services
8. Amber Osborne, Easttown Library Director
9. Amber Timlin, Coatesville Library Director
10. Jasmine Smith, Downingtown Library Director

*Staff Support Liaison