

**CHESTER COUNTY LIBRARY BOARD OF TRUSTEES
MONTHLY MEETING
TUESDAY, AUGUST 18, 2026
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 (Chester County Library/Virtual)

WELCOME AND INTRODUCTIONS

ANNOUNCEMENTS

- Executive Session (if Necessary)
- Nomination of Secretary Pro Tem (if Necessary)

PUBLIC COMMENTS

REVIEW AND ADOPTION OF CONSENT AGENDA

- Minutes of July 21, 2026 (p. 2)
- Chester County Library Director Report (p. 6)
- Henrietta Hankin Branch Manager Report (p. 12)
- Development Coordinator Report (p. 14)
- Statistical Reports (p. 15)

FINANCIAL STATEMENTS

- July 2026 Exton and Hankin Financial Statements (p. 17)
- July 2026 Fund Balance Report (p. 21)

FOR APPROVAL

- Appeal of Suspension (p. 22)

FOR INFORMATION/DISCUSSION

- CCLS/CCL Board Committee Updates (p. 27)

REPORTS/CORRESPONDENCE

- President's Report
- Director Report (p. 6)
- Branch Manager Report (p. 12)
- Development Coordinator Report (p. 14)
- Friends of the Chester County Library
- Friends of the Henrietta Hankin Branch Library
- Committee Reports

Ad Hoc Committees

- o Funding Task Force
- o Institutional Advancement
- o Planning

Standing Committees

- o Executive
- o Finance
- o Governance

ADJOURN

**CHESTER COUNTY LIBRARY
BOARD MEETING MINUTES – MONTHLY MEETING
LOCATION: Tredyffrin Public Library/Virtual
July 21, 2026**

CALL TO ORDER, 9:29AM

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

CCL Board Members Absent: Bill Connor, 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, CCL Reference

CCLS Staff Present: Joe Sherwood, Executive Director; Barbara Baugher, Finance Manager; Devon Dadoly, Administrative Assistant; Lauren Harshaw, Staff Development & Advocacy Coordinator; Niki Kolb, PR & Graphics Specialist; Meghan Lynch, District Consultant; Maureen McAuliffe, Development Director

WELCOME AND INTRODUCTIONS

Emily Bless, Vice President, called the meeting to order.

ANNOUNCEMENTS

- **Executive Session** – Emily Bless announced there would be no Executive Session.
- **Nomination of Secretary Pro Tem** – Nomination of Secretary Pro Tem was not necessary for the meeting.

PUBLIC COMMENTS – Emily Bless read the public comment period guidelines. There were no public comments.

REVIEW AND ADOPTION OF CONSENT AGENDA

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

FINANCIAL STATEMENTS

- **Exton and Hankin County and State Financial Statements**
 - **CCL County**
 - Budget looks as expected for halfway through the year.

- Security provided by county EMS was higher than anticipated due to an increase in security staffing availability. The budget will be adjusted accordingly for 2027.
- **HHB County** – Budget looks as expected for halfway through the year.
- **CCL State**
 - A Passports line item has been added to the revenue section of the budget report; also the postage and supplies line item in the expenditures section was split to add a separate line for Passport postage and supplies
 - A \$1,000 donation was received to support Adult Summer Reading.
 - Youth Services received a \$1,500 PA SEED grant to support system wide services.
- **HHB State** – To maintain consistency across the financial statements, postage was moved from Services and Charges to the renamed Postage and Supplies line item.
- **Fund Balance Report**
 - To ensure the DCA Fund closed with a zero balance on June 30, \$391 of eBook expenses was transferred to the CCCF fund.
 - An \$800 stipend has been received for Science in the Summer through the CCL GSK Science in the Summer fund. Note - The stipend was used to purchase additional admission tickets to the Franklin Institute and were already received and delivered to the sites.

On motion made by Mike Skay, seconded by Richard Hankin, the financial statements were accepted and filed for audit.

FOR APPROVAL

- **Finance Committee Recommendation** – The schedule for fees, fines, and replacements has been revised. There have been no fee increases. The schedule has been updated to include STEM Kits, Passport Services, Tonies, and Library of Things items.

On motion made by Richard Hankin, seconded by Mike Skay, the Finance Committee Recommendation was approved.

- **OIC Memorandum of Understanding** – The memorandum needs to be reviewed every five years, and ensures adult literary services are provided at CCL by the OIC.

On motion made by Richard Hankin, seconded by Staci Andreson, the OIC Memorandum of Understanding was approved.

FOR INFORMATION/DISCUSSION

- **CCLS/CCL Board Committee Updates** - Joe is continuing to work on committee updates, and they will be available at the next board meeting in August.

REPORTS/CORRESPONDENCE

- **President's Report** – There was no President's Report.
- **Director Report**
 - Summer learning and reading programs are doing well and reflecting numbers similar to 2025, even without an online option for 2026.
 - Friends and Trust Funded Project Updates
 - New furniture for the lobby and stacks has been received and includes swivel chairs, booths, and rocking chairs.
 - A divider panel with a window was replaced in the JTC so that staff can see into the Makerspace when they are at the desk to more easily assist patrons.
 - The Exton Library Native Garden - The planting has been completed and we are working on getting a sign. A press release was picked up by VISTA Today and the Daily Local News.
 - A Proof of Claim Form has been submitted for the Baker and Taylor Bankruptcy proceedings.
 - Exton Community Day – CCL was in the “History Hub” alongside 250-aligned vendors.
 - Building Updates
 - HVAC unit three had issues last week. County facilities sent TriState to assist. They identified an issue with the motor on unit three and replaced it and adjusted the refrigerant. They will return to assess more repairs which may need to be completed.
 - Tech Services has been having issues with temperature regulation. A chilling unit and generator have been lent to help from the Department of Emergency Services (DES); County Facilities staff set it up.
 - DES lent industrial fans to assist with temperature regulation.
 - County Commissioners have approved a contract for redesigning the HVAC systems at both CCL and HHB.
 - The lock in the Youth Services area Family Bathroom is being replaced.
- **Branch Manager Report**
 - The library has been holding a series of crafting programs to make decorations for the 250 celebrations.
 - Staffing
 - Rebecca Ginther has been hired as the new full-time Youth Services librarian. She won a PaLA Best Practices award for programming this year from a program at her previous library
 - Susan Lopez has been promoted to full-time Reference librarian.
 - One part time Reference librarian will be retiring soon.
 - Programming and Summer Reading has been very successful.

- o The new book locker stack has been popular with patrons.
- **Development Coordinator Report**
 - o **Annual Appeal**
 - The CCL Trust is continuing to receive donations for the Annual Appeal, which is about 89% of the way to its goal.
 - Beginning to plan next year's Annual Appeal campaign. Maureen McAuliffe is planning to meet with Theresa Retzner in the next few weeks to pull the patron mailing list for the appeal.
 - o CCL Trust board meetings have been confirmed for the rest of the year.
 - o The Exton Library Native Garden project has been receiving positive media coverage.
 - o The Trust Speaker Series is underway with its first event discussing General Paoli.
 - o Maureen is working on new guidelines and procedures for using Bloomerang to track restricted gifts moving forward.
- **Friends of Chester County Library** – There were no updates for the Friends of CCL.
- **Friends of Henrietta Hankin Branch** – There were no updates for the Friends of HHB.

Meeting Adjourned.

On motion made by Richard Hankin, seconded by Mike Skay, the meeting was adjourned.



August 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

- The new Struble Room AV equipment was installed and commissioned on August 10 and 11. We are awaiting the new screen and the Airtame software to provide wireless access; however, the system can be used in the meantime. Thank you to the Friends of the Chester County Library for funding this project.
- Two of our contests wrapped up this month. We had three winners for the Great Chester County Bake Off and six winners for the Teen Photo Contest (see below). Kudos to the GCCBO Team (Kelly Quigg, Sara Lim Harden, Lois Shupp, and Pam Shauger) and to the Teen Photo Contest Team (April Nickel, Niki Kolb, and Joe Monte, and our judges Devon Dadoly and Tom Berman).
- Business Outreach Librarian Mikaila Strano and the Library's Business Center were featured in the Chester County Chamber of Business & Industry's Weekly Update on July 23:
business.chescochamber.org/ap/EmailViewer/P7yygGOr
- Building Updates:
 - Peter Greulich replaced a steam container inside the AC unit that cools the Computer Server room
 - The lock was replaced in the Family Restroom in the Children's Room
- HVAC Updates:
 - Tri-State will be out on Thursday, August 13 to finish work on AC unit 3 and work on AC unit 4
 - We met with KCI for the HVAC redesign project for both libraries; a KCI architect came to provide field verification at both libraries on August 11 and 12

Departmental Reports

Circulation Department (Nancy Sapone)

- The July 2026 door counts were slightly higher; all self-service checkouts (HoldIt Locker, Express Lane and the Mobile app) showed a small increase in usage as well. These changes align with previous years.
- Circulation library assistants have been assisting computer services with processing 47 online library cards in July.
- 10 Teen Summer Volunteer have been assisting with shelving and linking library records.
- Nancy Sapone is serving on the Text Messaging and Online Apps Committee. The committee has met several times with Spring Share staff getting the Verify/Renew of Online Library applications up and running for the September Library Card Sign up month.

Jacobs Technology Center (JTC) (Sara Lim Harden)

- **Programming** - July 6: Build a 3d printer with us – Remy Way; July 7: Teen Summer Reading Maker Project Firefly circuit – Eddie Cerulla; Teen Summer Reading Maker Project Washi Tape Pencil Holder and Bookmarks – Sara Lim Harden; July 13: Teen Summer Reading Maker Project Thermoform Candle Mold – Remy Way; July 20: Teen Summer Reading Maker Project 3d Design – Remy Way; July 21: Teen Summer Reading Maker Project Meshtastic Node – Remy Way; Teen Summer Reading Maker Project Washi Tape Pencil Holder and Bookmarks – Katie Kramer; July 27: Teen Summer Reading Maker Project 3d Design – Remy Way; July 28: Teen Summer Reading Maker Project Meshtastic Node – Remy Way
- **Makerspace Statistics** - Open Hours – 74; Total Visits - 106
 - Usage: 3d Printer – 27; Button Maker – 5; CAD Software – 7; Creative Cloud – 1; Cutting Plot – 4; ES Generator – 2; Parts Cart – 15; Tours – 50
 - 3d printed wheel replacement part for Circulation cart and game replacement piece for Multimedia.
- JTC staff are cross-training in different departments and other departments are being cross-trained at the JTC

Multimedia (Stephanie Sharon-Missanelli)

- All Multimedia staff are cross-training in other Departments (JTC, Reference, & YA). Stephanie Sharon-Missanelli and Jessie Williams are cross-training Circ and Reference staff in Multimedia
- Fiona Selden has resigned from her Library Assistant position effective September 30.

Reference (Melissa Kohl)

- Business Librarian Mikaila Strano spent the summer promoting LinkedIn Learning for businesses and jobseekers. In July, Mikaila continued providing tailored LinkedIn Learning sessions on the topics of employee strengths and success, leadership and management, acing the interview, and maximizing your profile. Attendance was minimal but steady. Monthly sessions will continue with different business and career topics being introduced for variety.
- Community Engagement Librarian Kelly Quigg reported that outreach interactions are up by 22% over this time last year. We are attributing this to:
 - More attendees at community events
 - Intentionally tailored activities per event (crafts or games related to theme of event)
 - Improved table appearance (neon sign, brighter tents and tablecloths)
 - Better giveaways (especially hand fans!)
- The Reference Department has fielded a sudden spike in proctoring requests for print exams in July after many years of hardly any.

PR/Graphics/Adult Programming (Niki Kolb)

- **CCLS**
 - July graphics production included 130 completed work orders totaling 32,455 printed copies across system needs.
 - Designed the September *County Lines* advertisement promoting Library Card Sign-Up Month.
 - Developing posters, bookmarks, and a full social media toolkit for Library Card Sign-Up Month for use by all member libraries.
 - A new 60-month RICOH copier lease was approved; installation is scheduled for October 6, 2026.
 - August systemwide messaging highlighted Libby Magazines, Coatesville's 150th birthday, the Teen Photo Contest Reception, and winners of the Great Chester County Bake Off.

- **CCL**
 - Designed new signage for the Native Plant Garden at CCL.
 - Work has begun on the upcoming Fall StoryWalk® installation.
 - Updated the Friends of the Chester County Library brochure and printed membership and thank-you letters for the new season.
 - Drafted a press release for the CCL Trust presentation, *From Corsica to Chester County – General Paoli*.
 - Developed promotional materials, including a press release and event poster, for the Library Card Sign-Up Fest with Senator Comitta.
 - Programming Update:
 - Devon West began her new role as Adult Program Coordinator on 7/26
 - **NASA partnerships** — Three NASA programs with Don Miller were offered across July and August: *Nancy Grace Roman Space Observatory*, *Brown Dwarfs: Failed Stars or Gigantic Planets?* and *Here Comes the Sun: Solar Observation*. All three sessions saw strong registration and community interest.
 - Devon has begun updating event information and vendor materials. The vendor application form will be posted on September 1.

Technical Services (Laura Salvucci)

- In July, catalogers created 1,191 bibliographic records and 1,214 item records for CCL/HHB.
- Michele Ruffino, previously Library Assistant III, has been promoted to the Librarian II (Cataloging) position. Michele's first day will be August 24.
- Diana Chiulli, Library Assistant in Acquisitions/Receiving, is retiring effective August 10th after over 30 years of service.
- Our new rush ordering option with Ingram has led to some improvement in fulfillment time for high-demand prepublication books.

Volunteers (Ronna Dewey)

- We celebrated the teens participating in the summer program with an ice cream social. The volunteers enjoyed some treats while participating in a trivia game about library services and winning prizes.
- Preparations are underway to start a twice monthly teen drop-in volunteer program in September.

Youth Services (April Nickel)

- CCL Summer Learning Program registration totals:
 - 1000 Books Before Kindergarten: 261 (25 from 2025)
 - PreK: 600 (+34 from 2025)
 - K-5: 1393 (-70 from 2025)
 - Teen: 530 (-71 from 2025)
 - Total: 2784 (-82 from 2025)
 - The total number of registrants is lower by 82 participants than in 2025. This is explained by the lack of an online summer learning program. In 2025, there were 303 online participants (CCL & HHB).
- Summer Learning programming is complete at CCL. Children are redeeming reading logs for medals and Teen BINGO cards. Raffle basket winners will be drawn September 1.
- Story time session 1 will begin September 8.
- CCLS Teen Photo Contest received 37 entries representing 10 member libraries. The Artwork Reception was held on 8/9 and had 50 visitors.

Department Personnel

New Hires - None

Promotions

- Michele Ruffino – Librarian II – Technical Services (8/23)

Retirements/Resignations

- Diana Chiulli – PT Library Assistant – Technical Services (8/10) (retirement)
- Allison Sandoval – PT Library Assistant – Multimedia (8/10) (resignation)
- Fiona Selden – PT Library Assistant – Multimedia (9/30) (resignation)

Vacancies

- Circulation – PT Library Page; PT Library Assistant (offer made, awaiting clearances)
- Multimedia – PT Library Page; 2bPT Library Assistant (8/10 & 9/30)
- Youth Services – PT Library Page; 2 PT Library Assistants
- Reference – 1 PT Librarian
- Jacobs Technology Center – 2 PT Library Assistants (8/28 & 9/10)
- Technical Services – Library Assistant III (8/23)
- Technical Services – PT Library Assistant (8/10)

Committee Reports

Booked and Busy Committee (Emily Cackowski) – July programming included Summer Puzzle Swap event on July 11; Bedazzle a Book program on July 16. The Adult Jigsaw Puzzle Competition will be held on Friday, August 14th from 6-8 PM in the Struble Room.

Meetings and Trainings Attended

7/22	Public Services meeting HHB afternoon meeting
7/27-7/31	Off
8/3	Evening Book Group
8/4	HVAC design kick off meeting Friends of CCL Board meeting
8/7	Exton Library Native Garden meeting with Richard Hankin, Ada Brainsky, and Maureen McAuliffe
8/11	SAC/DLM meetings
8/14	Off
8/18	CCLS/CCL Board meetings CCL/HHB DEI Committee meeting

The Great Chester County Bake Off



Winners

1st Place: Laura McGrath, Liberty Torch French Rolls

2nd Place: Heatherly Heilner, Joe Froggers

3rd Place: Jean Baiardi, Spiced Gyngerbrede

CCLS Teen Photo Contest



Category 1: Traditional Photo

1st Place: *American Rocketry* — Jiahui T., Downingtown STEM Academy

2nd Place: *Wrapped in Freedom* — Ali S., Methacton High School

3rd Place: *Monument to Freedom* — William K., Downingtown Middle School

Category 2: Red, White & Blue

1st Place: *Withered Wonder* — Zachary D., Conestoga High School

2nd Place: *Reading Our History* — Ali S., Methacton High School

3rd Place: *Land of Equal Opportunities* — Sidaarth G., Great Valley Middle School

The first, second, and third place winners in each category were announced at 1:30 PM during the reception on August 9. Winning photographs are now on display in the Chester County Library vestibule through August 31. Community members may also view the complete slideshow of entries on the Chester County Library YouTube Channel: <https://www.youtube.com/watch?v=tHjK0pnDe2w>



July 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.
- We welcomed a new staff member, Anjua Kumbhardare as a Librarian Assistant in the Circulation Department on August 3rd.
- We held our Dare to Declare Event featuring a screening of the Chester County Foundation's reading of the Declaration of Independence followed by a book discussion of *The Greatest Sentence Ever Written* by Walter Isaacson.

Departmental Reports

Building Updates (Peter Greulich, Facilities Manager) - The security alarm panel at Hankin has an error code that will not clear, which in turn prevents the Protection Bureau from receiving any signals from the security system. A technician from the Protection Bureau determined there is a fault with the telephone line. A technician from Verizon will be out on August 11th.

Circulation (Charlotte Marron, Circulation Manager)

- With the addition of our new book locker tower our usage went up by over 100 items last month. The Book Locker was out of order 8/2-8/11 due to an issue in the coding stopping Hankin fiction books from being checked out.
- Overall circulation is up from last month by 9.4% but is lower than it was the same time last year.
- We are currently working on getting our new additions to our board games catalogued and barcoded to get them ready for patron use. We replaced several well-loved games and are adding 18 new games including several for our kid's game collection.

Makerspace (Tom Lally, Makerspace Staff)

- Maker Monday programs in July included LEGO Build, Lemonade Cups, Paper Plate Rainbows, and Paper Ice Cream, garnering 13, 4, 13, and 10 attendees, respectively.
- The Makerspace monthly project was Stamp Making. 8 attendees took part in the project over the course of the month.
- Throughout July, the Makerspace had 22 attendees for appointments.
- One-on-One Sewing Tutorials with our volunteer, Loraine, totaled 3 appointments.
- Dungeons and Dragons for ages 7-10, run by our volunteer, Cody, was held on July 11th and had full attendance with 7 patrons.
- Bob Pelc, the other Dungeons and Dragons volunteer, held two Dungeons and Dragons programs for ages 12-15 on July 11th and July 25th with a total registration of 6 patrons.
- Dungeons and Dragons for ages 7-10 will not run in August due to scheduling conflicts with our volunteer, Cody, but I'm discussing dates with him in September and October.

- In August, the Makerspace Monthly Project will be Vinyl Decals using our Cricut machine.

Reference (Carey Bresler, Branch Manager)

- In July, we had 27 in-person programs, 11 hybrid or virtual programs, and 9 passive programs. Total attendance at the programs was 185.
- The opening for a part-time Reference Librarian is posted, and we have completed interviews and are moving forward with a candidate.
- On July 29th, we offered a well-attended program *Exploring Caves Around the World*. Local resident and Speleologist Thomas Hawkins presented a look at the hidden Underworld of caves from the Philippines to the Atacama Desert and back to Mammoth Cave in Kentucky. He will talk about the science of Speleology from mapping to archeology, ecology and adventure.
- On August 13th, we hosted Art on the Rocks. The program was fully registered and participants learned step-by-step to paint two fascinating designs on rocks from the new book, *Art On the Rocks*, by F. Sehnaz Bac, Marisa Redondo, and Margaret Vance.

Youth Services (Karen Clickener-Ousey, Youth Services Lead)

- In July, the Youth Services staff continued to support summer learning at the library.
 - o Twenty in-person programs including Little Adventurers (ages 2-4); Little Tots (birth-23 months); Hankineers (grades K-5); Young Adult (grades 6-12); and Family story times. Total attendance for these programs: 545. A total of 906 people participated in passive programs (I Spy, Scavenger Hunt, Let's Play, and Wee Build).
 - o Two hundred Take-and-Make Crafts were distributed.
 - o Eighty-eight additional kids and teens registered for summer reading, bringing the total to 614 participants.
 - o One hundred and forty-seven people voted in the first three rounds of the Tournament of Books.
- Of the 20 programs, highlights include "Party like It's 1776" (dance party for under 6 years), The American Story (history and magic), Resume Workshop for Teens, Book Bingo, and Designing Shrinking Dink keychains.

Department Personnel

Vacancies

- Circulation – 1 PT Library Assistant
- Reference – 2 PT Reference Librarians

Meetings & Trainings Attended

8/6 – Interview Reference Librarian Candidate
8/6 – Dare To Declare Event
8/7 – Meeting with David Wierz and Joyce Platfoot about Friends Fundraising
8/11 – IT Liaisons Meeting
8/11 – SAC/DLM
8/18 – CCL/CCLS Board Meeting
8/19 – Hankin Staff Meeting
8/20 – General Staff Meeting
8/24 – Friends of the Henrietta Hankin Branch Library Meeting
8/26 – Management Meeting

August 10, 2026

TO: CCL Board of Directors
FROM: Maureen McAuliffe, Development Coordinator
RE: Development Coordinator Report

CCL Trust

- **Annual Appeal** - As of August 10, 2026, the 2026 Annual Appeal has raised \$44,981, which is about 90% of the way to its goal of \$50,000.
 - The Annual Appeal piece is currently being drafted and the final product is on schedule to hit mailboxes in mid-October.
- We have nearly 50 registrants for the Trust Speaker Series event on August 19th at 6:30pm. We are excited for a strong turnout and great event!
 - We are tentatively scheduled for our next Trust Speaker Series event for Wednesday, November 4th at 6:30pm. More details to come soon.
- A maintenance and upkeep schedule has been determined for the Hankin Native Garden at our Exton location and a sign is in the works that speaks to the various features, and importance of, native gardens. A webpage will be created as part of the chescolibraries.org website with more information and resources for patrons. Work on the Henrietta Hankin Branch native garden will likely begin in late September/early October and concept art is being created for approval from Rose Tree in the coming weeks.
- We are targeting the Donor Recognition event for the evening of Tuesday, October 27th. Honoree selection is underway and an invitation will go out in the next few weeks.
- I made a recommendation to Jenna and Joe for tracking restricted funding in Bloomerang. We are now able to track restricted gifts in dedicated funds and will look to reflect those funds in the budget, as well.
 - With categorizing gifts differently, progress to goal for the Annual Appeal will be impacted and reflected accordingly in progress reports to the Trust Board.

CCL/HH Checkouts

Month	2019	2023	2024	2025	2026	2019 Cumulative Total	2023 Cumulative Total	2024 Cumulative Total	2025 Cumulative Total	2026 Cumulative Total
Jan	135,903	128,197	132,104	128,345	130,685	135,903	126,295	132,104	128,345	130,685
Feb	128,133	120,950	127,064	122,037	120,762	264,036	247,245	259,168	250,382	251,446
Mar	140,394	135,879	137,074	134,398	134,014	404,430	383,124	396,242	384,780	385,419
Apr	129,971	122,582	127,656	125,790	124,126	534,401	505,706	520,898	510,570	509,488
May	127,542	119,361	122,951	129,290	125,917	661,943	625,067	646,291	639,860	635,348
Jun	150,131	138,218	136,571	142,854	139,616	812,074	763,285	783,420	782,714	775,120
Jul	166,437	146,422	150,805	152,609	149,899	978,511	909,707	934,225	935,323	925,019
Aug	151,069	143,907	141,102	141,975		1,129,580	1,053,614	1,075,327	1,077,298	
Sept	130,366	127,126	123,223	126,751		1,259,946	1,180,740	1,198,550	1,204,049	
Oct	130,960	121,085	119,497	124,573		1,390,906	1,301,825	1,318,047	1,328,622	
Nov	122,859	119,507	117,368	120,354		1,513,765	1,421,332	1,435,415	1,448,976	
Dec	118,069	116,365	116,958	115,915		1,631,834	1,538,509	1,552,373	1,564,891	
Total	1,631,834	1,539,599	1,552,373	1,564,891	925,019					

CCL Door Count

Month	2023	2024	2025	2026	2023 Cumulative Total	2024 Cumulative Total	2025 Cumulative Total	2026 Cumulative Total
Jan	19,283	21,691	23,273	22,070	19,283	21,691	23,273	22,070
Feb	20,123	23,704	23,123	21,988	39,406	45,395	46,396	44,058
Mar	23,656	25,463	26,674	25,852	63,062	70,858	73,070	69,910
Apr	20,829	26,130	25,951	25,314	83,891	96,988	99,021	95,224
May	20,281	23,476	24,352	23,347	104,172	120,464	123,373	118,571
Jun	24,960	27,447	28,949	28,466	129,132	147,911	152,322	147,037
Jul	28,771	32,077	31,853	30,398	157,903	179,988	184,157	177,435
Aug	27,152	28,963	28,268		185,055	208,951	212,443	
Sept	23,180	23,294	23,997		208,235	232,245	236,440	
Oct	23,307	24,413	24,628		231,542	256,658	261,068	
Nov	21,162	22,068	22,237		252,704	278,726	283,305	
Dec	20,796	21,629	21,493		273,500	300,418	304,798	
Total	273,500	300,355	304,798	177,435				

HHB Door Count

Month	2023	2024	2025	2026	2023 Cumulative Total	2024 Cumulative Total	2025 Cumulative Total	2026 Cumulative Total
Jan	7,721	9,261	9,677	9,300	7,721	9,261	9,677	9,300
Feb	7,436	8,991	9,370	8,531	15,157	18,252	19,047	17,831
Mar	8,925	10,201	10,939	10,389	24,082	28,453	29,986	28,220
Apr	7,821	10,217	9,956	9,641	31,903	38,670	39,942	37,861
May	7,968	8,941	9,880	9,526	39,871	47,611	49,822	47,387
Jun	9,703	9,837	10,896	10,586	49,574	57,448	60,718	57,973
Jul	9,976	11,498	12,243	11,475	59,550	68,946	72,961	69,448
Aug	10,064	10,387	10,590		69,614	79,333	83,551	
Sept	8,010	8,798	8,083		77,624	88,131	91,634	
Oct	8,861	14,860	9,836		86,485	102,991	101,470	
Nov	8,530	8,748	8,653		95,015	111,739	110,123	
Dec	9,548	9,863	9,490		104,563	121,602	119,613	
Total	104,563	121,602	119,613	69,448				

CCL Meeting Room Statistics

MONTH	2024 # OF HOURS USED (SMALL)	2025 # OF HOURS USED (SMALL)	2026 # OF HOURS USED (SMALL)	2024 # OF RESERVATIONS (SMALL)	2025 # OF RESERVATIONS (SMALL)	2026 # OF RESERVATIONS (SMALL)	2024 # OF HOURS USED (PUBLIC)	2025# OF HOURS USED (PUBLIC)	2026# OF HOURS USED (PUBLIC)	2024# OF RESERVATIONS (PUBLIC)	2025 # OF RESERVATIONS (PUBLIC)	2026 # OF RESERVATIONS (PUBLIC)
Jan	390	418	567	201	218	291	136	171	228	64	64	82
Feb	444	567	739	242	277	326	177	217	229	81	79	87
Mar	490	667	890	257	327	380	198	263	269	90	87	98
Apr	456	709	861	255	344	382	341	382	338	71	75	79
May	434	678	782	234	318	354	146	171	182	65	68	65
Jun	313	622	775	194	280	150	165	155	249	62	62	30
Jul	488	732	544	268	316	251	190	179	219	68	62	86
Aug	419	374		234	148		147	172		47	64	
Sept	427	686		220	321		249	244		69	70	
Oct	446	666		236	337		329	334		77	70	
Nov	388	575		200	294		134	176		56	68	
Dec	205	560		103	268		153	223		61	70	
Total	4,900	7,254	5,158	2,644	3,448	2,134	2,365	2,687	1,714	811	839	527

HHB Meeting Room Statistics

MONTH	2024 # OF HOURS USED	2025 # OF HOURS USED	2026 # OF HOURS USED	2024 # OF RESERVATIONS	2025 # OF RESERVATIONS	2026 # OF RESERVATIONS
Jan	207	222	219	66	61	61
Feb	99	138	138	38	55	46
Mar	159	219	284	63	79	91
Apr	189	186	197	66	60	62
May	141	178	206	61	63	68
Jun	112	168	219	47	62	74
Jul	96	193	231	32	71	77
Aug	132	154		46	52	
Sept	92	103		35	38	
Oct	189	157		75	51	
Nov	148	185		63	65	
Dec	159	172		65	50	
Total	1,721	2,075	1,494	657	707	479

Volunteer/Friends Hours

Month	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	745	579	508	233	159	204	2,064	738	712	116	91	137
Feb	812	499	581	220	180	194	1,032	678	775	118	92	137
Mar	777	591	603	954	136	275	2,925	727	878	121	91	134
Apr	777	590	572	309	207	217	2,247	797	789	111	116	134
May	716	545	509	193	183	168	1,962	727	677	129	146	136
Jun	800	728	857	180	153	269	2,565	880	1,126	133	160	175
Jul	997	919	893	228	184	197	3,037	1,103	1,090	136	109	173
Aug	832	790		212	155		1,833	944		132	114	
Sept	705	669		238	188		1,611	857		126	117	
Oct	802	604		251	246		1,657	850		118	112	
Nov	666	438		144	217		810	654		93	112	
Dec	596	545		143	171		739	716		91	134	
Total	9,222	7,494	4,523	3,302	2,177	1,524	22,479	9,671	6,047			

Chester County Library
County Budget Report - Exton Library - Preliminary
Period Ending July 31, 2026

	2026 Annual Budget	2026 YTD Budget	2026 YTD Actual	2025 YTD Actual	2026 YTD Budget Variance	2026 YTD Budget Variance %	2026 Balance	Percentage Remaining
Personnel Services								
Salaries	3,300,763	1,904,286	1,931,813	1,759,759	(27,527)	-1.4%	1,368,950	41.5%
Wages	978,451	564,491	459,902	461,859	104,589	18.5%	518,549	53.0%
Fringe Benefits	1,327,089	816,670	759,724	734,132	56,946	7.0%	567,365	42.8%
Security Provided by the County EMS	20,000	10,000	14,478	11,565	(4,478)	-44.8%	5,522	27.6%
Total Personnel Services	5,626,303	3,295,447	3,165,917	2,967,315	129,530	3.9%	2,460,386	43.7%
Library Materials	66,000	49,500	49,500	52,500	-	0.0%	16,500	25.0%
Core Expenditures								
Supplies, Maintenance, and Services	165,552	110,621	88,468	115,507	22,153	20.0%	77,084	46.6%
Insurance	24,640	24,640	29,640	24,310	(5,000)	-20.3%	(5,000)	-20.3%
Utilities	160,513	92,950	87,495	47,523	5,455	5.9%	73,018	45.5%
Vehicle Expense	53,069	33,579	32,499	27,695	1,080	3.2%	20,570	38.8%
Total Core Expenditures	403,774	261,790	238,102	215,034	23,688	9.0%	165,672	41.0%
Indirect Costs	764,216	445,793	445,795	397,397	-	0.0%	318,421	41.7%
Capital Outlay	-	-	-	-	-	0.0%	-	0.0%
Vehicle Capital	34,685	34,685	34,684	-	-	0.0%	-	0.0%
TOTAL	6,894,978	4,087,215	3,933,998	3,632,247	153,219	3.7%	2,960,979	42.9%

Notes:

Supplies, Maintenance, and Services:

Not included - \$7,986 - July ASSA Abloy gold plan renewal

Insurance:

\$5,000 deductible paid for the cyber security incident

Utilities:

Not included - \$133 - June library van cell phones

Not included - \$9,572 - July WGL electric supply charges

Vehicle:

The replacement van was delivered in January rather than mid-year as assumed in the budget, which was developed based on County guidance. \$3,928 was transferred from Supplies, Maintenance, and Services to Vehicle Expense to cover the increased principal and interest payments for the remainder of the year

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
County Budget Report - Hankin Library - Preliminary
Period Ending June 31, 2026

	2026 Annual Budget	2026 YTD Budget	2026 YTD Actual	2025 YTD Actual	2026 YTD Budget Variance	2026 YTD Budget Variance %	2026 Balance	Percentage Remaining
Personnel Services								
Salaries	520,681	300,393	281,900	282,297	18,493	6.2%	238,781	45.9%
Wages	328,545	189,545	169,966	151,193	19,579	10.3%	158,579	48.3%
Fringe Benefits	242,989	149,532	125,181	134,141	24,351	16.3%	117,808	48.5%
Total Personnel Services	1,092,215	639,470	577,047	567,631	62,423	9.8%	515,168	47.2%
Library Materials	19,000	14,250	14,250	15,000	-	0.0%	4,750	25.0%
Core Expenditures								
Supplies, Maintenance, and Services	124,737	90,985	77,090	73,289	13,895	15.3%	47,647	38.2%
Insurance	9,960	9,960	9,960	9,960	-	0.0%	-	0.0%
Utilities	63,537	38,822	34,315	19,950	4,507	11.6%	29,222	46.0%
Total Core Expenditures	198,234	139,767	121,365	103,198	18,402	13.2%	76,869	38.8%
Indirect Costs	228,514	133,300	133,301	120,365	-	0.0%	95,213	41.7%
Capital Outlay	-	-	-	-	-	0.0%	-	0.0%
TOTAL	1,537,963	926,787	845,963	806,194	80,825	8.7%	692,000	45.0%

Notes:

Utilities:

Not included - \$1,648 - July PECO electric delivery charges

Not included - \$72 - July gas delivery and supply charges

Not included - July electric supply charges estimated cost \$1,874

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 July 31, 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	30,421	39,867	36,001	9,446	31.1%	(12,283)	-23.6%
Passports	-	-	19,910	-	19,910		19,910	
Fines and Overdues	73,000	42,583	45,008	47,889	2,425	5.7%	(27,992)	-38.3%
Interest	14,000	10,500	9,029	12,755	(1,471)	-14.0%	(4,971)	-35.5%
Donations and Fundraisers	2,550	1,488	6,638	9,775	5,150	346.2%	4,088	160.3%
Transfer from County for Materials	66,000	49,500	49,500	52,500	-	0.0%	(16,500)	-25.0%
Miscellaneous Revenue	2,570	1,503	3,184	2,559	1,682	111.9%	614	23.9%
Total Other Revenue	230,270	155,994	193,136	181,479	37,142	23.8%	(37,134)	-16.1%
Total Revenue	2,135,185	2,060,909	2,098,051	1,960,191	37,142	1.8%	(37,134)	-1.7%
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	486,986	284,075	214,977	199,511	69,099	24.3%	272,010	55.9%
Services and Charges	89,262	52,070	45,155	49,446	6,915	13.3%	44,107	49.4%
Postage and Supplies	39,380	22,972	12,458	12,349	10,513	45.8%	26,922	68.4%
Passport Postage and Supplies	-	-	1,057	-	(1,057)		(1,057)	
Miscellaneous Expenditures	17,740	10,348	7,666	12,380	2,683	25.9%	10,074	56.8%
Transfer State Aid - Others	1,483,928	1,483,928	1,483,928	1,386,982	-	0.0%	-	0.0%
Capital Outlay	20,388	11,893	13,303	8,213	(1,410)	-11.9%	7,085	34.8%
Total Expenditures	2,137,684	1,865,286	1,778,544	1,668,881	17,643	0.9%	87,131	4.1%
Revenue over Expenditures	(2,500)	195,623	319,507	291,310	54,785		49,997	

Notes:

Transfer from County Materials: \$16,500 of County Materials money was received on July 8, 2026

Library Materials: As of July 31, \$214,977 has been expended from the Library Materials budget. In addition, \$82,889 has been encumbered for outstanding orders, bringing total expenditures to \$297,866 or approximately 61% of the annual budget.

Capital Outlay: Year-to-date expenditures include \$2,397 for Adobe Creative Cloud Pro

Revenue Over Expenditures: Budgeted expenditures exceed revenue by the amount of 1,000 donation for Adult Summer Reading and \$1,500 PA SEED Innovation Grant

Chester County Library and District Center
State Aid Budget Report - Hankin Library - Preliminary
Period Ending July 31, 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	-	3,150	500	3,150		(5,150)	-62.0%
Charges	14,800	8,633	13,139	10,688	4,506	52.2%	(1,661)	-11.2%
Fines and Overdues	22,900	13,358	16,887	17,396	3,528	26.4%	(6,014)	-26.3%
Interest	1,000	750	691	842	(59)	-7.8%	(309)	-30.9%
Donations and Fundraisers	3,500	2,042	330	527	(1,711)	-83.8%	(3,170)	-90.6%
Transfer from County for Materials	19,000	14,250	14,250	15,000	-	0.0%	(4,750)	-25.0%
Miscellaneous Revenue	605	354	1,529	864	1,175	332.2%	924	152.7%
Total Other Revenue	70,105	39,387	49,976	45,817	7,439	18.9%	(14,979)	-21.4%
Total Revenue	175,352	144,634	155,223	143,749	7,439	5.1%	(14,979)	-8.5%
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	88,084	65,803	68,289	22,280	25.3%	85,198	56.4%
Services and Charges	11,325	6,606	3,437	5,035	3,169	48.0%	7,888	69.6%
Postage and Supplies	8,111	4,731	2,980	3,192	1,752	37.0%	5,131	63.3%
Miscellaneous Expenditures	2,971	1,733	3,212	2,289	(1,478)	-85.3%	(241)	-8.1%
Capital Outlay	1,944	1,134	-	-	1,134	100.0%	1,944	100.0%
Total Expenditures	175,352	102,289	75,432	78,805	4,576	4.5%	14,722	8.4%
Revenue over Expenditures	-	42,345	79,791	64,945	12,015		(257)	

Notes:

Transfer from County Materials: \$4,750 of County Materials money was received on July 8, 2026

Library Materials: As of July 31, \$65,803 has been expended from the Library Materials budget. In addition, \$19,704 has been encumbered for outstanding orders, bringing total expenditures to \$85,507 or approximately 57% of the annual budget.

Chester County Library
Fund Balance Report
Period Ending July 31, 2026

	Balance	Notes
Operating Funds		
001 CCL	292,637	
043 HHB	68,718	
Total Operating Funds	361,355	
Reserve Funds		
004 CCL Technology	411,117	
400 CCL Capital Reserve	142,607	
410 CCL Program	240,069	\$264 Jul'26 interest earned
450 HHB Capital Reserve	251,197	
451 CCL & HHB Materials	199,501	
Total Reserve Funds	1,244,491	
Grants - Friends of the Library		
091 CCL Friends Grants	16,316	
903 CCL Friends Grants (Unassigned)	86,834	
Total CCL Friends	103,150	
943 HHB Friends Grants	(4,755)	Check has been requested from the Hankin Friends
Total Grants - Friends of the Library	98,395	
Grants and Appropriations		
002 CC Community Foundation Grants	11,504	
100 CCL County Materials	27,925	\$1,055 rolled over from 2025
104 CCL Trust Grants	79,115	
109 HHB County Materials	11,266	\$194 rolled over from 2025
132 CCL GSK Science in the Summer	954	
Total Grants and Appropriations	130,764	
Special Funds		
003 CCL Helen Russell Memorial	8,290	
096 CCL Courtesy Bags	2,405	
105 CCL Community Day	1,155	
107 CCL & HHB Author Events	3,562	
Total Special Funds	15,413	
500 District Center Aid	-	
510 County Coordination Aid	295,686	
Total All Funds	2,146,104	
Endowment Funds		
090 CCL Trust	2,821,605	



Date: August 11, 2026

To: Chester County Library Board of Trustees

From: Governance Committee

Re: Recommendation on Patron Appeal of 30-day Suspension

Jenna Persick received two letters from Michael King requesting a formal challenge to a 30-day suspension (see attached). Mr. King felt that as the person who was assaulted in the incident, he should not have received a suspension. The suspension ended on August 8.

The Governance Committee reviewed this request. We voted to recommend that the appeal be denied, because the evidence and documentation regarding the suspension was clear that the 30-day suspension was appropriate.

- Mr. King and the other patron were both verbally engaging in a fight. It is true that the video shows Mr. King being hit by the other man. However, the policy does list “Verbally or Physically threatening or harassing other patrons” under the Major violations section.
- Mr. King clearly continued to engage with the other patron rather than walking away.

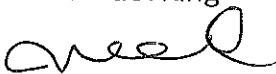
July 16, 2026

To Director of Chester County Library

Ms. Persick,

I am writing this letter in response to my Thirty day restriction. On Friday July 10th I was Brutally attacked while in your library. I had briefly sat down at a table to cool off from the walk from outside to look in my bookbag to see if I had my lunch and to check my messages on my phone. The young man on the other side of the table asked me what I was doing. And I told him I would be just a minute or two. He continued to stare at me when I asked him what was the problem. He then called me a F*cking old crusty man and I am a scumbag. Then I got up and walk away and forgot I left my pen and an important document on the table. He then cont. his verbal attacked on me. I got up to walk away with my lunch bag and book bag and backpack (so I was defenseless) when he hit me in the back of my head and cont. his assault kicking and punching. He quickly retrieved his belongs and was heading towards the exit when I yelled "call the cops I have been assaulted" several times. I followed the man out of the building and was trying to film him so I would have a description of the man. I finally called 911 on my cell. Apparently call was never place by Library staff although I was followed out of building by circulation mgr. and Sara from upstairs computer center. I cont. following man at a distance to outside entrance of food court he realized it was locked and ran that's when I stopped following him. Cops arrived a few minutes later and try to locate him apparently with no success. An hour later the director presented me with a letter that I was not to return to the library for Thirty days. I asked why and she stated that I was yelling. I have talk to several attorney's and they said that was absurd and they asked for me to retrieve the video from the incident. If I didn't yell for help I was in danger of further attacks by this violent young man. She said I should have calmy walked up to security and tell them which is ridiculus. First of all there was nobody at the security station at the time. If the restriction isn't overturned I will be forced to seek legal representation and go to local newspaper and The Regional paper The Philadelphia Inquirer and Internet social Networks.

Michael King



Dear Director,

I Am Appealing the decision for my Thirty Day Restriction placed on me on Friday July 10, 2020. I WAS BRUTAL ATTACKED in the Library hit in the back of the head while carrying a book bag and backpack by a Angry young man I yelled for Help And for someone to call the police and I yelled ASSAULT. I cont. to follow the young man out as he ran to the exit. Yelling STOP him he assaulted me. I checked with West White and police and no call was made from library staff yet circulation mgr & woman from upstairs ^(SARA) followed me out of building as I was filming the man. I had to call the police myself & they arrived a few minutes later. Allow the young man to escape. I have spoken to several ATTORNEYS and told them what the director said to me. "THAT I should have quietly went to security and ask them to take ACTION. They told me THAT was judicious and to pull up video of the incident. West White and said they didn't catch the man but I identified him and are not pressing charges against him due to witnesses (who happened to be his friends) I saw them talking before the incident. If you pull the tape it shows you him pursuing me and yelling profanities like you old ~~Angry~~ ^{parasitic} ~~man~~ ^{F. Lingsman} ~~Excuse me~~ you are a PARASITE. I Am a 59 y.o. man with Arteriosclerosis and so there to be SAFE. If ACTION course of action is not reversed. I will be forced to take LEGAL ACTION. ~~And~~ ^{my} against the Library. ~~I~~ ^{the} Library has been a safe haven for me for several years and HATE to do this. But I feel my civic duty to do so as my rights ^{as a citizen} were violated.

Mike King

✓

A copy of this letter is
going to my attorney. Just like
you gave me the restrictions without
reviewing the case. I want a swift and
prompt answer. I don't even think your
video systems is even working which is
a direct violation. No security guard
was present at desk, etc.

Status: **NA**

Assigned to: **not assigned**

FiledBy Kelly Quigg

Date Filed 7/10/2026 - 12:53 PM

Incident Date Friday, 7/10/2026 - 12:06 PM

Location CCL - 1st Floor - Open Stacks

Categories Behavioral (policy infractions), Law Enforcement, Major Policy Violation (30 day expulsion)

Report Write Up

At 12:06, I heard a loud crash and then yelling. Mike King stumbled into the main aisle from the end of the nonfiction stacks, followed by a younger man. Mike yelled to me "he's trying to fight me, call 9-1-1." I called 9-1-1 as they left the library verbally fighting and close to physically fighting. A few minutes later, Nancy Sapone and Sara Lim found Mike outside and brought him back to the library to meet with police. Officers Courtney Delaney and Joseph D'Andrea arrived and took statements from Mike and three patron witnesses. Police are investigating.

Both patrons will be banned for 30 days in accordance with the Behavior Policy, specifically for the major policy violation of "Verbally or physically threatening or harassing other patrons".

Reviewed by Kelly Quigg

updated by Jenna Persick
The two ban letters are attached. I gave Mr. King's letter to him directly.

People

Mike King

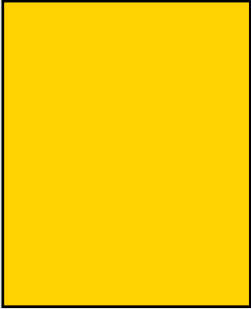
Unnamed patron

Courtney Delaney

West Whiteland Township Police Dept.

Joseph D'Andrea

West Whiteland Township Police Dept.



2026 CCLS/CCL Board Committees

The following is the list of the committees for 2026. 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. Bill Connor, CCLS/CCL Board President
2. Staci Anderson, CCLS/CCL Board Secretary
3. Mike Skay, CCLS/CCL Board Treasurer

Governance Committee

Membership - 2 Board Members max (appointed by the President)

1. Richard Hankin, – Chair, CCLS/CCL Board Trustee (Vice President)
2. Mike Skay, CCLS/CCL Board Treasurer
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 beginning in 2025 will be handling Policy reviews and making recommendations to the Board.

Finance Committee

Membership – Treasurer and One Board Member max.

1. Mike Skay, - Chair, CCLS/CCL Board Treasurer
2. Emily Bless, CCLS/CCL Board Vice President
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.

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 – Chair, CCLS/CCL Board Secretary
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. Maureen McAuliffe, CCLS Development Director
8. Lauren Harshaw, CCLS Staff Development & Advocacy Coordinator
9. Amber Osborne, Easttown Library Director
10. Chris Manna, Kennett Library Director

*Staff Support Liaison

Updated July 31, 2026

2026 CCLS/CCL Board Committees

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 Trustee - 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. Jasmine Smith, Downingtown Library Director
10. Vacant, Member Library Director

On Hiatus for 2026 – work being handled by staff or Institutional Advancement

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. VACANT, CCLS/CCL Board Trustee
3. Jack Hines, Downingtown Library Board Trustee
4. Maureen McAuliffe*, 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)