Montgomery County-Norristown Public Library
Board of Directors Meeting Minutes

Monday, March 16, 2026, at 4:30 p.m.
Microsoft Teams Meeting
The venue of the meeting was changed from in-person to fully virtual due to a National Weather Service Tornado Watch and Wind Advisory.

PRESENT

Jules DeLuzio	Natasha Halovanic	Mary Metz	Theresa Martini
Elizabeth Naidoo	Monica D'Antonio	Rafia Razzak	Mark Turetsky

ABSENT

Brian Mays

STAFF PRESENT

Karen J. DeAngelo, Executive Director	Cliff Hirst, Executive Assistant
Eileen Hallstrom, Director of Development	Kimberly Illingworth, Accountant
Katie Dunbar, Youth District Consultant	Thomas Fluharty, Director of Operations

OTHERS PRESENT

Abbey Lukiewski

CALL TO ORDER

President Jules DeLuzio called the meeting to order at 4:31 p.m.

APPROVAL OF MINUTES

Theresa **moved** to approve the minutes of the February 23, 2026, board meeting. Elizabeth **seconded** the motion. **The motion passed.**

REVIEW OF FINANCIAL STATEMENTS

The following is a summary of the financial statements for the month ending February 28, 2026, as reviewed at the meeting.

	YTD Actual	YTD Budget
REVENUES		
State, County, and Municipal Support	$2,384,443.11	$2,384,443.11
Grants and Fundraising	$29,062.30	$25,416.66
Service Income	$22,759.47	$7,166.68
Investment Income (budgeted)	$461.25	$26,333.32
TOTAL REVENUES	**$2,436,726.13**	**$2,443,359.77**
OPERATING EXPENSES		
Payroll and benefits	$641,597.09	$814,000.00
Library Materials	$82,200.67	$132,833.34

Automation	$50,910.58	$27,916.68
Programs	$6,799.68	$4,166.66
Facilities and operations	$27,484.81	$25,916.66
Admin and general	$21,967.39	$22,475.00
TOTAL OPERATING EXPENSES	**$830,960.22**	**$1,027,871.26**
NON-OPERATING EXPENSES	**$82,285.44**	**$159,624.04**
TOTAL EXPENSES	**$913,245.66**	**$1,187,495.30**

Mary reviewed the financial statements. Mark **moved** to file the financial statements for audit. Theresa **seconded** the motion. **The motion passed.**

APPROVAL OF PAYMENTS OVER $1,000

Mary reviewed the payments over $1,000.00 for February 18, 2026, through March 10, 2026. These payments totaled $565,347.70. Monica **moved** to approve the payments over $1,000.00. Mark **seconded** the motion. **The motion passed.**

PRESIDENT'S REPORT

Jules DeLuzio

Jules welcomed new MCNPL board members Monica, D'Antonio, Rafia Razzak, and Mark Turetsky, who were recently appointed to the MCNPL board by the Montgomery County Commissioners. Jules noted that he and Brian Mays were reappointed to the MCNPL board by the Commissioners on the same date. All nine seats on the board are now filled.

PRESENTATION BY ABBBEY LUKIEWSKI, OFFICE OF COMMONWEALTH LIBRARIES

Abbey Lukiewski

Abbey Lukiewski introduced herself as the Statewide Service Advisor the Bureau of Library Development. Her role includes providing support to all 29 Library Districts across the state. She is making an effort to meet with the library boards of as many Library Districts as she can.

Abbey highlighted an online resource (LibGuide) that has been prepared for library board members, available here: https://pa-gov.libguides.com/public-library-operations-board-governance. This Public Library Operations and Board Governance LibGuide offers information on the following:

- Sample Policies and Procedures for public libraries
- Public Library Board Trustee Manual
- (Soon to be available) Other helpful resources for public libraries in Pennsylvania

The LibGuide is designed to support public libraries with various operational needs. If you have questions about the information in this LibGuide, please contact Bri Crum, Operations and Relationships Advisor at the Bureau of Library Development.

Karen DeAngelo noted that a link to the LibGuide, as well as many other resources more specific to the Montgomery County Library District, are available at the Montgomery County Library District Board Hub at https://www.montcolibraries.org/district-hub/board-hub/ This site, which is maintained by Kate Shaw, is not password protected, and is available to all library board members.

A new quarterly newsletter, *Checked In*, brings together district consultants from across the state to share timely, practical insights for boards and library leaders, with brief monthly At-A-Glance updates highlighting important state, federal, and other can't-miss news. Topics include the Public Library Subsidy, governance, human resources, nonprofit compliance, operational sustainability, and more. Sign up for *Checked In* at the District Board Hub link, above.

FINANCE COMMITTEE REPORT
Jules DeLuzio

Jules reported that the Finance Committee met on March 12. The committee reviewed several proposals by management, including amendments to the 2026 budget, a review of banking relationships, and consolidating some board-designated funds and internal trusts. He noted that the Finance Committee recommends the adoption of the Amended 2026 Budget as presented at the meeting. The matter will be taken up in New Business. The Finance Committee will ask the board to approve adjustments to the board-designated funds and internal trusts at the April meeting. The bank relationship review will proceed.

EXECUTIVE DIRECTOR'S REPORT
Karen J. DeAngelo

Karen presented her report. Karen noted that the Library was identified as a ten percent beneficiary of the Estate of Margaret L. Reese in January of 2025. Last week Karen received a check from the Estate for $50,000.00, which is the majority of the expected proceeds. Karen asked that the board place the proceeds of the Estate of Margaret L. Reese in the Capital Campaign Fund. Karen noted that the Estate's attorney mentioned that "Margaret would have loved to have one of the small meeting rooms in the new building named in her honor." The matter will be taken up under New Business.

Karen asked the board to authorize her to apply for an increase to the library's line of credit with Quadient Finance USA, the library's vendor for postage funding. The current line of credit is $4,000.00; management wishes to like to increase this line to $5,000.00. This postage funding is used for Interlibrary Loan, the Books by Mail program, and Administration. The matter will be taken up under New Business.

Karen noted that the proposed amended 2026 budget that has been approved by the Finance Committee was necessitated by the County's decision to not provide any increase to the Libraries allocation in 2026, resulting in a shortfall of $94,000.00. The amended budget does not require any cuts to personnel or services, as the shortfall was largely addressed by reducing a contingent expenditure line item for unforeseen Logan Commerce Center expenses.

Karen informed the board that the library will be purchasing an additional fourteen hours of consultant services with YPTC (Your Part-Time Controller) to assist Kimberly Illingworth with the implementation of the QuickBooks Online migration.

DEVELOPMENT DIRECTOR'S REPORT

Eileen Hallstrom

Eileen presented her report. She noted several new grant applications, and asked the board for assistance with the June Jubilee fundraising event, scheduled for Thursday, June 11, 2026, at the Elmwood Park Zoo. Help with marketing, and solicitation of sponsorships and silent auction contributions, would be welcome.

DISTRICT CONSULTANTS' REPORT

Katie Dunbar

Katie Dunbar reported for the District. Kate Shaw is working with the District libraries who are completing their state annual reports. Most have been completed as of today. Katie is preparing several District resource mini-workshops at the smaller libraries, and is well into the planning for the District's Teen Summer Reading activities. Katie noted that the staff at Perkiomen Valley Library did a terrific job in preparing for their move out of their library building while it undergoes renovation.

FRIENDS

Bob Gannon

Bob Gannon was not present.

NEW BUSINESS

The Finance Committee **moved** to adopt the Amended 2026 Budget as presented at the meeting. Mark **seconded** the motion. **The motion passed**.

Mary **moved** to authorize management to request a credit limit increase of $1,000.00, to a total of $5,000.00, with the Library's USPS postage agent, Quadient Finance USA, Inc. Mark **seconded** the motion. **The motion passed**.

Theresa **moved** to place the proceeds from the Estate of Margaret L. Reese in the Capital Campaign Fund. Mary **seconded** the motion. **The motion passed**.

Mary **moved** to elect Natasha Halovanic to a first, full, three-year term to the MCNPL Board of Directors ending on December 31, 2028. Elizabeth **seconded** the motion. **The motion passed.**

PUBLIC COMMENT

None.

ADJOURNMENT

Mark **moved** to adjourn the meeting. Theresa **seconded** the motion. **The motion passed.** Jules adjourned the meeting at 5:28 p.m.

Respectfully submitted,
Cliff Hirst, Executive Assistant

The next Board meeting is scheduled for Monday, April 13, 2026, at 4:30 p.m. This meeting will be fully virtual by Teams Meeting.