

**Wyomissing Public Library
Board Meeting
Monday, November 16, 2020**

The meeting was called to Order at 7:04 p.m. by Marge Vath

Board Members Present: Diane Hollinger, Amy Auchenbach, Marge Vath, Vicki Jenckes, Adriane Hoke, Anthony LaParo, Lindsay Romeo, Jeff Herb, Ann Dybalski, Kara DeJohn, Lauren Oswald, Dave Hershey, Sharon Scullin, Jody Menon (Borough Representative).

Library Director: Colleen Stamm

A MOTION was made by Vicki Jenckes to approve the October 2020 Board meeting minutes and it was seconded by Amy Auchenbach. The motion carried unanimously.

President's Report: Marge Vath

1. Marge announced that she distributed a final version of the library's By-laws to all Board members via email. The modifications were approved at last month's meeting. Board members should print out a copy and put it in their notebook. If a Board member didn't receive the email, they should contact Marge or Colleen Stamm.
2. Marge reminded everyone that the Annual meeting will be held on December 21, 2020. Annual committee reports are due to Colleen Stamm two weeks prior to the meeting; the week of December 7th. Colleen will be compiling the Annual meeting reports into a booklet for the meeting.

Treasurer's Report: Vicki Jenckes

1. Vicki reviewed the library's Operating Budget and Cash Flow report.
 - a. There are 3 months of negative funding in Fundraising Main (#3505). This was a result of the Kentucky Derby Party being canceled because of the COVID-19 pandemic. All the pre-paid event tickets had to be refunded.
 - b. Salaries/benefits was higher than usual in October because there were 3 pays.
 - c. For the month of October the expenses were \$13,606 higher than the income. But year-to-date, we are in the black \$27.

Corresponding Secretary: Greg Ciatto was absent.
No Report

Librarian's Report: Colleen Stamm

1. Library Usage Statistics for October 2020
 - a. Materials circulation: 2,258 items. That was a 61% decrease compared to the same month last year.
 - b. Overdrive eBooks: 368 downloads; That was a 159% increase compared to the same month last year.
 - c. People: 736 people entered the library; a 86% decrease compared to the same month last year.
 - d. Computer Users: there were 10 accesses for the month; a 98% decrease compared to the same month last year.
 - e. Children's programming: 86 patrons participated in the children's activities; That was a 87% decrease compared to the same month last year.
 - f. Adult Programming: 88 patrons took part in our activities. a 54% decrease compared to the same month last year.
 - g. One Click Downloadable Audio: This online resource ended in August 2020.
 - h. AWE Early Literacy Stations: 0 accesses. These computers are not available due to the pandemic.
 - i. Mango Languages: 19 patrons took advantage of this program; a 75% decrease compared to the same month last year.

- j. Wireless Internet Users: 46 people used the library Wi-Fi access; a 85% decrease compared to the same month last year.
- k. Hoopla: there were 273 accesses for the month; a 4% increase compared to the same month last year.
2. The library received a \$2,083.98 grant from the Berks County Cares Act Grant Fund. This money will be used to reimburse the library for unexpected COVID-19 pandemic expenses such as face masks, hand sanitizer, Plexiglas shields for the main desk, and much more.
3. Due to the increase in COVID-19 cases in Berks County, Colleen decided not to extend the library's "open" hours in November. If the amount of COVID-19 cases decreases, Colleen will consider adding more "open" hours in December.

Committee Reports:

1. **Fundraising/Community Affairs:** Amy Auchenbach
 - a. The Election Day Fundraisers were held on November 3 from 7:00am to 6:30pm. Amy Auchenbach said the fundraisers went very well. We collected \$460 for the book sale and \$235.20 in the cookie donations.
 - b. The board discussed other ways to raise funds for the library. Lauren Oswald talked about doing a Moe's Southwest Grill Mobile Fundraiser. Jody Menon said she has had some experience with organizing Moe's fundraisers, and she added they are easy to do. Lauren will contact Moe's about organizing a fundraiser for the library.
2. **Membership:** Lindsay Romeo
 - a. The committee finished working on the end-of-year Association letter, and it is now at the printer waiting to be printed and mailed. We will be mailing 229 letters to donors who contributed in the past, but haven't given yet this year.
3. **Building and Grounds:** Greg Ciatto was absent.
 - a. No report.
4. **Nominating:** Diane Hollinger
 - a. No report.
5. **Finance:** Vicki Jenckes
 - a. See Treasurer's Report.
6. **Personnel**
 - a. No report.

Unfinished Business

None.

New Business

None.

Meeting adjourned at 7:30 p.m.

Meeting Minutes submitted by Colleen Stamm

Next Board Meeting: Monday, December 21, 2020 at 7:00 p.m. (online via Zoom).

The Annual Meeting will immediately follow the Board meeting.