

**Wyomissing Public Library
Board Meeting
Monday, February 15, 2021**

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

Board Members Present: Connie Aikman, Kara DeJohn, Ann Dybalski, Jeff Herb, Dave Hershey, Diane Hollinger, Vicki Jenckes, Jody Menon (Borough Representative), Lauren Oswald, Mark Ratcliffe, Lindsay Romeo, Sharon Scullin, Marge Vath

Library Director: Colleen Stamm

A MOTION was made by Connie Aikman to approve the January, 2021 Board meeting minutes and it was seconded by Mark Ratcliffe. The motion carried unanimously.

President's Report: Marge Vath

- a. No Report

Treasurer's Report: Vicki Jenckes

- a. Vicki reviewed the Operating Budget and Cash Flow report. She noted that the library received State Aid in January. Colleen Stamm added that the library also received the remaining 7/12 funding of State Aid in February.

Corresponding Secretary: No Report

Librarian's Report: Colleen Stamm

1. Library Usage Statistics for January, 2021

- a. Materials circulation: 2,186 items. That was a 57% decrease compared to the same month last year.
- b. Overdrive eBooks: 331 downloads; That was a 136% increase compared to the same month last year.
- c. People: 709 people entered the library; a 84% decrease compared to the same month last year.
- d. Computer Users: there were 37 accesses for the month; a 92% decrease compared to the same month last year.
- e. Children's programming: 118 patrons participated in the children's activities; That was a 64% decrease compared to the same month last year.
- f. Adult Programming: 34 patrons took part in our activities. a 81% decrease compared to the same month last year.
- g. AWE Early Literacy Stations: 0 accesses. This is a 100% decrease compared to the same month last year. **Due to the pandemic, these computers are currently unavailable.
- h. Wireless Internet Users: 52 people used the library Wi-Fi access; a 83% decrease compared to the same month last year.
- i. Hoopla: there were 317 accesses for the month; a 27% increase compared to the same month last year.

2. Other

- a. Colleen contacted the Berks County Treasurer's office about renewing the library's gaming license. Due to the pandemic, the library is allowed to renew our gaming license for a cost of \$125.00.
- b. Colleen is applying for a CARES Act Grant through our District. She plans to use the \$1,270.65 grant to upgrade technology.
- c. Additional operational hours have been added in February. The library is now open for 45 hours/week, which is what the state requires. The only State standard for hours we are not meeting is our weekend hours. The library needs to be open 7 hours on Saturday, but we are currently at 4 hours. At this time, it isn't feasible to be open 7 hours on a Saturday.

3. Personnel

- a. All the staff have returned to work.

Committee Reports:

1. Fundraising/Community Affairs: Ann Dybalski and Mark Ratcliffe

- a. The committee is looking into the possibility of hosting a boxed lunch Volunteer Luncheon this year to show our appreciation for all our volunteers.
- b. The committee has several fundraising ideas for 2021 including:
 - i. Kentucky Derby Party in May, but on a much smaller scale. There would be general admission ticket, a virtual ticket, and a VIP ticket with varying prices.
 - ii. Walk-A-Thon/5K, possibly partner with Fleet Feet
 - iii. Adult Egg Hunt for Easter, possibly for 2022
 - iv. Golf Outing, possibly for 2022
 - v. Paint and Sip Fundraiser
 - vi. Kids scavenger hunt in the community to possibly coincide with 5K or end of school or at school years end.
 - vii. Virtual Trivia Night
 - viii. Restaurant Fundraiser. Possibly looking into restaurants that offer to donate a percentage of sales to charitable organizations

2. Association Membership: Lindsay Romeo

- a. The committee will start working in Association Letter this month.

3. Nominating: Diane Hollinger

- a. The Nominating committee made a MOTION to nominate Greg Ciatto as an Honorary Member of the Board of Trustee. The motion carried unanimously.
- b. Diane announced that the committee will start advertising for the Board openings after tonight's meeting. We will be accepting applications through March, and interviews will take place in April. We hope to vote on new Board members in May. The new Board members would begin their positions in June.

4. Finance: Vicki Jenckes

- a. There was discussion about the need for a brochure/information sheet for community members who wish to donate stock to the library. Jeff Herb announced that he is currently working on an informational sheet for publication.

5. Corporate Sponsorship: Tony LaParo was absent.

- a. No Report

Unfinished Business

None.

New Business

1. In order to apply for the District CARES Act grant, the library needs to have 3 policies in place. The library had a Conflict of Interest and Confidentiality policy that needed to be updated and we added a Bid Procurement policy and Cash Management policy:
 - a. Marge Vath made a MOTION to approve the Conflict of Interest and Confidentiality Policy. The motion carried unanimously.
 - b. Marge Vath made a MOTION to approve the Bid Procurement Policy. The motion carried unanimously.
 - c. Marge Vath made a MOTION to approve the Cash Management Policy. The motion carried unanimously.

Meeting adjourned at 7:35 PM

Meeting Minutes submitted by Lindsay Romeo

Next Board Meeting: Monday, March 15, 2021 @ 7:00 PM (this meeting will be held virtually via Zoom).