

**Wyomissing Public Library  
Board Meeting  
Monday, November 18, 2024**

The meeting was called to Order at 7:02 p.m. by David Walker

**Board Members Present:** Tracy Beaky, Kara DeJohn, David Fake, Jeff Herb, Rose Kennedy, Danielle Nuhfer, Stephen Ohnsman, Gretchen Platt, Lindsay Sakmann Rafer, Jennafer Reilly, Lindsay Romeo, David Walker

**Borough Council Representative:** Rick Weinhover

**Library Director:** Colleen Stamm

Approval of October 2024 Meeting Minutes - Gretchen Platt noted that there was a mistake. The Fundraising Report was done by Rose Kennedy and Gretchen Platt at the October 2024 Board meeting, not Ann Dybalski. A MOTION was made by Rose Kennedy to approve the October, 2024 Board Meeting minutes with the change listed above. It was seconded by Lindsay Sakmann Rafer. The motion carried unanimously.

**President's Report:** David Walker

- Budget Update – The Finance committee presented a revised budget with the adjustment in funding for the Borough of Wyomissing. Colleen Stamm highlighted some the changes in the budget. A MOTION was made by Steve Ohnman to approve the 2025 Budget. Lindsay Sakmann Rafer seconded the motion. The motion carried unanimously.
  - eBook Usage-Steve Ohnsman inquired about usage of eBooks and how it worked. Colleen noted that the library pays 3% of the materials budget toward eBook purchases for Overdrive/Libby. The library spends 12% of the budget on materials (per the PA State Code).
- By-law Proposal - David proposed opening up 2 board positions to West Reading residents. The thought is that since the library serves those residents as well, they should have some vested interest and representation as to what the greater community would like to see from the library.
  - Jennafer Reilly inquired if these positions would be exclusively available to ONLY West Reading residents, possibly limiting the pool of patrons who would be interested in filling said positions.
  - Gretchen suggested rather than just opening up to West Reading, why not invite the different neighborhoods that the library serves.
  - David said he will discuss this matter with the Wyomissing Borough Council before making any decisions. He plans to further discuss this matter at next month's meeting.
- David proposed changing the voting policy for changing the current library board term limits from majority to  $\frac{2}{3}$  votes. The belief is that the library can benefit from a constant flow of people, ideas and perspectives. The current terms limits are: 2 terms for 3 consecutive years, the board member must then rotate off for 1 year. After that one-year hiatus, the patron is available to apply for a board position again.
  - Rose Kennedy stated that term limits such as these are normal within boards.
  - David would like to bring this policy to vote at next month's meeting.

**Treasurer's Report:** Jeff Herb

- 2024 Library Budget - Library materials is higher than usual because an invoice was dated for November, but it was paid in October.

**Librarian's Report:** Colleen Stamm

1. Library Usage Statistics for October, 2024
  - a. Materials circulation: 3,249 items. That was a 14% decrease compared to the same month last year.
  - b. Overdrive eBooks: 1,038 downloads; that was an 85% increase compared to the same month last year.
  - c. People: 3,829 people entered the library; that was a 6% increase compared to the same month last year.
  - d. Computer Users: there were 261 accesses for the month; that was a 7% increase compared to the same month last year.
  - e. Children's programming: 883 patrons participated in the children's activities; that was a 62% increase compared to the same month last year.
  - f. Adult Programming: 331 patrons took part in our activities; a 51% increase compared to the same month last year.
  - g. AWE Early Literacy Stations: The reporting platform was down.
  - h. Wireless Internet Users: 188 people used the library Wi-Fi access; a 4% increase compared to the same month last year.
  - i. Hoopla: there were 418 accesses for the month; a 16% increase compared to the same month last year.
2. Other –
  - a. Colleen discussed the circulation. She noted that the E-materials such as Overdrive have increased 85% this month alone, but print materials circulation is down by 14%. More people are using online resources for reading. Colleen noted that the library does more than offer materials including a range of programming for all ages.
    - i. Rick mentioned that he appreciates the programming that the library offers. Most recently the library hosted a Town Hall Meeting with County Commissioners that was well received.
  - b. AWE website crashed, those statistics will be entered as soon as that data is available.
  - c. Colleen is working with Berks County Public Libraries to share items with all the public libraries in Berks County. She hopes to sign the MOU soon, and begin sharing items through the circulation system in January.
  - d. The library received a grant from The Wyomissing Foundation for \$13,370 for sensory program offerings. The library will be purchasing educational tablets, paying for more sensory programs and a weekly sensory library time.
  - e. Annual Reports from Committee Chairs & Officers are due to Colleen by Monday, December 9, 2024.
3. Personnel - None

**Committee Reports:**

1. Finance Committee: Jeff Herb
  - a. None
2. Fundraising/Community Affairs: Gretchen Platt and Rose Kennedy
  - a. Raffle Baskets
    - i. more promotion needed
    - ii. Election day bake sale and raffle basket ticket sales raised - \$3,687
    - iii. Gretchen suggested promoting a "Basket of the Week", highlighting the top popular basket each week.
  - b. Trolley Tour - Danielle Nuhfer

- i. December 13, 2024; Trolley is booked. Colleen has contacted volunteers to help with the event. There is a Sign-Up Genius for Board members to volunteer with a few spots (4:30p-6:30p) needed to direct the Trolley, sell raffle tickets, and cookie donation. Please find the Sign-Up Genius in your email forthcoming. Danielle has an inquiry out with Sweet Street and Wyomissing Family Restaurant for a sweet treat donation.
        - c. Lighting of the Greens - December 7, 2024, 2p-5p (rain date December 8); 2 people each for set-up, tear-down, as well as selling raffle tickets from 2p-3p, 3p-4p, 4p-5p. A Sign-Up Genius will be forthcoming.
3. Association Communication: Lindsay Romeo
  - a. The Fall mailer is scheduled to go out November 19.
4. Nominating: Lindsay Sakmann Rafer
  - a. Board Vacancy - The board is down 1 board member. The board is looking to fill 2-3 spots for the year 2025.
  - b. The committee had many strong inquiries, and the potential candidates will be contacted by the end of the week for commitment with the hopes to vote them in during the December meeting.

Unfinished Business

- None

New Business

- None

Meeting adjourned at 7:59 p.m.

Meeting Minutes submitted by Lindsay Romeo

Next Board Meeting: Monday, December 16, 2024, 7:00 p.m.; Annual meeting will immediately follow the Board meeting.