Womissing Public Library
Board Meeting
Monday, April 20, 2026

The meeting was Called to Order at 7:00 p.m. by David Walker

Board Members Present: Tracy Beaky, Andrea Bensusan, Kristie Brunner, Jim Christie, Joe DeMarte, David Fake, Victoria Mercuri, Danielle Nuhfer, Steve Ohnsman, Charlie Perkins, Gretchen Platt, Lindsay Sakman Rafer, Jennafer Reilly, Heidi Reuter, David Walker
Borough Council Representative: Adam Berkeley
Library Director: Colleen Stamm

A MOTION was made by Jim Christie to approve the February 2026 Board Meeting minutes and it was seconded by Lindsay Sakman Rafer. The motion was carried unanimously.

A MOTION was made by Lindsay Sakman Rafer to approve the March 2026 Board Meeting minutes and it was seconded by Charlie Perkins. The motion was carried unanimously.

President's Report: David Walker

1. Announcements
    a. Volunteer Luncheon is April 24th at 12:30-1:30; please RSVP.
    b. Colleen and Daniella will be at the Wyomissing Borough Earth Day Celebration on Saturday, April 25 from 11-2 at Happy Hollow. There will be a cozy reading area, storytime, seed ball activity and they will promote the library's new seed library.
    c. This is National Library Week: We are gathering testimonials of why people love the library and we are hosting The Librarians documentary 4/21 at 6pm. Ruth Perkins, local librarian, will help guide the discussion after the film.
2. Sponsorship Update
    a. OAR committed $1000 to the library health and wellness programming.
    b. Lindsay asked board members to review the list of sponsors in the shared drive, make any necessary corrections, add relevant contact information, and share any connections they may have with businesses on the list. David noted that the goal is to encourage businesses to sponsor specific library programs.
3. David reported that West Reading Borough has not responded to inquiries about supporting the library.
4. There was a discussion about updating the "Support" tab on the library website for fundraising and sponsorship. Jenny and Tracy will get in touch with Jonathan Moore to discuss updates and website changes.
5. 2026 Budget Adjustments
    a. David raised concerns that the 2026 budget does not accurately reflect library expenses, noting reliance on reserve funds for known cost increases last year and the need for a long-term strategy. He proposed five budget adjustments, and the creation of a Special Reserve Fund for technology reserve to support a five-year replacement plan.
    b. Jim Christie agreed that technology expenses should be planned rather than funded from reserves.
    c. One of the budget adjustments includes an additional $3,346 in State Aid for 2026. This increase brings the library's total State Aid above $50,000, which will require the library to undergo an annual audit.

   d. Tracy questioned whether an additional $16,000 is needed to balance the budget. Heidi and Jim asked clarifying questions about maintenance, technology, and state funding impacts, which Colleen addressed. Andrea noted that grants are not reliable for ongoing technology needs.
   e. The proposed changes align the budget with actual spending; reserves will cover this year's shortfall, with improvements planned for future budgets. Jim suggested delaying the $8,000 technology line item until next year for better planning. No immediate technology issues are anticipated this year.
      i. A MOTION was made by Lindsay Sakman Rafer to approve the five adjustments to the 2026 budget, and it was seconded by Charlie Perkins. The motion was carried unanimously.
      ii. A MOTION was made by Lindsay Sakman Rafer to create a new line-item Special Reserve Fund for replacement of computers and other library technology line item to the budget and Jim Christie seconded the motion. The motion was carried unanimously.

Treasurer's Report: Steve Ohnsman

1. Steve doesn't have any concerns about the numbers for this month and doesn't see any anomalies. David asked about the separate interest payments and if they could be one line, Colleen said they can't. Colleen reported that the library's banking operations have been moved to Customers Bank.
2. Exec committee reported that Colleen wants to change the library's payroll company. Colleen reported that our current payroll company increased our costs to process payroll again this year. Mary, the bookkeeper, and Colleen met with Paychex and received a demo. Colleen recommended switching to Paychex because the representative is local, the platform is easy to use, and we would save $562.64/year.
   a. A MOTION was made by Charlie Perkins to approve switching the library's payroll management company to Paychex and it was seconded by Lindsay Sakman Rafer. The motion was carried unanimously.

Librarian's Report: Colleen Stamm

1. Library Usage Statistics for March 2026
   a. Materials circulation: 4,079 items. That was a 9% increase compared to the same month last year.
   b. Overdrive eBooks: 1,372 downloads; that was a 33% increase compared to the same month last year.
   c. People: 3,863 people entered the library; that was a 1% decrease compared to the same month last year.
   d. Computer Users: there were 251 accesses for the month; that was a 7% decrease compared to the same month last year.
   e. Children's programming: 714 patrons participated in the children's activities; that was a 1% increase compared to the same month last year.
   f. Adult Programming: 540 patrons took part in our activities; a 36% increase compared to the same month last year.
   g. AWE Early Literacy Stations: 131 accesses; an 18% decrease compared to the same month last year.
   h. Wireless Internet Users: 259 people used the library Wi-Fi access; a 2% increase compared to the same month last year.

i. Hoopla: there were 349 accesses for the month; a 14% decrease compared to the same month last year.

2. Other:
   a. AWE reporting tool has been down and that is why we have not had a report in a couple months.
   b. Daniella went to the workshop/training "Bringing STEELS to Your Library" which discussed remake learning days. Daniella was delighted to report that she had already participated in remake learning days with Wyomissing Area School District. Colleen and Daniella will be at this year's Remake Learning Days at the Wyomissing Hills Elementary Center on Thursday, May 21 and Friday, May 22. WHEC received a grant and hopes to grow the event.

Committee Reports:

1. Fundraising/Community Affairs: Tracy Beaky
   a. Roaring Stacks Speakeasy Fundraiser: Kelsey from The Bar Cart will be meeting with the committee to discuss cocktail options for the event. The team has also consulted with caterers regarding food options and costs. A Save the Date has been distributed, posted on the library's website, and shared via email. Sponsorship levels are now available, and David and Lindsay have sent out letters seeking Speakeasy sponsors.
2. Association Membership: Jennafer Reilly
   a. The Association mailer went out in early April. The cost for the mailer was total $3,778 (graphic designer $280, Sir Speedy $2,848, postage $650). Colleen believes that about 80% of people use the envelopes to make their donation. From April 1-20 we received $4,605 in checks and $1308 online
3. Finance: Steve Ohnsman
   a. Steve shared that the Finance committee is having a meeting with FreeWill this week. The committee is looking to see if we need to have someone separate to help with building the endowment. The committee will also be meeting with Steve Pottieger and Bryan Stephen, two local financial planners, for interviews on Thursday. All board members are welcome to join the Zoom interviews.

Old Business

1. None.

New Business

1. David Walker suggested changing the number of Board members needed for meeting quorum from 10 to 8, this would be a majority of the board. There was a brief discussion about options.
   a. A MOTION was made by Heidi Reuter to drop the number needed for quorum from ten to eight and Steve Ohnsman seconded. The motion was carried unanimously.
2. Victoria asked David if we could set the Roaring Stacks fundraiser ticket price. The board discussed various ticket prices and ways to market the tickets. David suggested the Fundraising committee call a separate meeting to finalize the ticket price. The board agreed that there is no need for the full board to vote on the ticket price, the committee can set the price.

Meeting adjourned at 8:15 p.m.
Meeting Minutes submitted by Jennafer Reilly
Next Board Meeting: Monday, May 18, 2026, 7:00 p.m.