Womissing Public Library
Board Meeting
Monday, September 21, 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, Rose Kennedy, Victoria Mercuri, Steve Ohnsman, Charlie Perkins, Jennafer Reilly, Heidi Reuter, Annette Vail, David Walker

Borough Council Representative: None

Library Director: Colleen Stamm

A MOTION was made by Charlie Perkins to approve the June 2026 Board Meeting minutes, and it was seconded by Rose Kennedy. The motion was carried unanimously.

President's Report: David Walker

1. David introduced two guests who were attending the meeting. Steve Pottieger from Connors Investor Services who is managing the library's investments, and Becky Wanamaker, Reading District Library Consultant, who is the library's District Consultant.
2. 2027 Board Members – David noted that the terms of the following board members will expire at the end of this year: Joe DeMarte, Michelle VanBuren, Danielle Nufer and David Walker. David said that he will assume that current board members will continue serving and he asked for any member who doesn't intend to continue to contact him so Nominating committee can plan accordingly. He recommended moving the Board's current non-voting At-large Board members, Kristie, Andrea and Victoria into the open voting seats. David also highlighted that he is terming out, and the Board will need to find someone to serve as president. David suggested that the Board could consider a co-presidency to lighten the load.
3. David reported that the Executive Committee met to discuss the reserve fund and begin developing a framework for an Endowment. The committee settled on establishing a reserve goal of $2 million, with investment growth intended to support approximately 25% of the library's operating budget. The discussion emphasized the continued importance of fundraising and membership support, while recognizing that additional strategies such as effective money management, legacy giving, and other donations will be necessary to achieve long-term sustainability. The board also discussed the importance of preserving and growing the reserve fund, which is currently nearly $600,000. To achieve that the library must minimize our withdrawals to about 3% per year.
4. David opened the floor to Steve Pottieger. Mr. Pottieger provided background on his 40 years of experience as an investment advisor and his prior involvement in establishing the library's reserve fund. He discussed the potential benefits of creating an endowment, noting that some donors prefer contributing to an endowment rather than a general fund, while general fund

assets offer greater flexibility for unexpected needs. He emphasized the importance of maintaining the library's investment policy and noted that the policy would define the purpose of the funds and guidelines for withdrawals. Following the discussion, David requested that the Finance Committee meet with Mr. Pottieger to review the current investment policy and consider any recommended revisions for board approval. Steve Ohnsman suggested that the policy include limits on withdrawals, with exceptions requiring board approval.

5. Becky Wanamaker, Reading District Library Consultant for Berks County public libraries, provided an overview of her role supporting local libraries and conducting annual library visits. She shared information about a district initiative to develop resource guides on common board-related topics and distributed a sample guide for board members. During the discussion, Becky noted that the financial conditions vary significantly among all the libraries in Berks County. There is a lot of variance among the libraries in regards to financial stability and there are a lot of cyclical trends that often reflect what is going on in their communities, leadership and supporting municipalities. Tracy asked what are the challenges that libraries are facing in the sustainability mixture. Becky said there is a lack of understanding from leadership regarding the importance of sustainable funding to meet the professional and operational needs of libraries.
6. David discussed the timeline for submitting the library's budget. Colleen stated that our budget needs to be submitted to the Borough of Wyomissing in October. Given the possibility of changes to municipal funding, the board discussed submitting a provisional budget that could be amended once the Borough's allocation is known. Colleen reported that the Borough typically votes on its budget in December. Colleen is planning on attending the borough finance committee meeting on October 8th. The board also discussed requesting continued support from West Reading Borough and arranging a meeting with Borough representatives to discuss library funding.

Treasurer's Report: Steve Ohnsman

1. Steve reported that the library's bookkeeper, Mary, shared that there was a discrepancy in petty cash that is connected to the Speakeasy fundraiser in Quickbooks, and she is working with the library's accountant to fix this error. Colleen stated that petty cash does not show up on the Budget & Cash Flow report which is distributed at Board meetings.
2. Steve Ohnsman reviewed the financial report. David Walker stated that the library is on track to exceed the salaries and benefits budget by $15,000. Colleen stated that this is due to the health insurance increase that happened after the board voted on the budget. David said that was the largest overrun but there are smaller ones as well. David said that the board amended the current budget to increase certain line items; however, a budget deficit is still anticipated. David also noted that continued reliance on reserve funds to cover operating shortfalls could hinder the library's long-term efforts to build an endowment. David asked if it is time to cut something or reduce hours to make up for proposed shortfall. Annette highlighted that there were unusually high increases in health insurance and that Colleen could not have predicted this increase. Colleen expressed concerns that cuts to hours could mean losing money we raise from renting the community room. Annette asked if what we raised from the Speakeasy would cover the shortfall. Rose said that the library is already operating on a shoestring budget and wants

the minutes to reflect that she appreciates David bringing up the concern but what else can we do but take from the reserves to cover the shortfall. Jenny said that this goes back to what Becky mentioned about sustainable funding. Continuing to take more and more from the reserve fund will not address the problem and our fundraising will not keep up with the budgetary needs. Jenny said that going forward we need to make adjustments to the next budget to account for higher health insurance costs and request more from the borough to accurately reflect our needs. David said we have to put out an accurate budget and not hide deficits behind drawing down the reserve fund; it won't help us raise money, and we want to avoid a real financial crisis. Rose commented that we are at the limit of our fundraising abilities. She noted that the board already purchases most of the items for the raffle basket fundraiser and we are competing with other non-profit organizations for donations, in addition to the public believing that the library gets most of our funding from the government. She added there is not a sense of urgency to help the library. Tracy asked if we could have a finance meeting for the entire board to better educate ourselves on the general fund/budget/ and endowment so we can have a longer conversation about this as a board. Jenny concurred with Tracy. Steve suggested inviting Wyomissing Borough and West Reading Borough to attend the meeting so that they can also understand what the library's challenges are. Charlie believes that the library is being very well run and that we need not panic. He also noted the increase in health insurance was out of the control of the director and the board. Charlie asked if there is something we should be presenting to the Borough of Wyomissing. David said that the library presents a provisional budget. Kristie asked if we need to prepare anything for the Wyomissing Borough finance meeting, Colleen said she just needs to present the budget. Annette stated that she thinks we should propose a higher budget. David said that the executive committee will meet to discuss the budget and schedule a meeting with the full board to discuss the big picture of financial items: reserve fund/endowment, budget, and fundraising.

Librarian's Report: Colleen Stamm

1. Library Usage Statistics for August 2026
    a. Materials circulation: 3,907 items. That was a 6% decrease compared to the same month last year. Year-to-date, circulation has increased 3%.
    b. Overdrive eBooks: 1,416 downloads; that was a 13% increase compared to the same month last year.
    c. People: 4,856 people entered the library; that was a 17% increase compared to the same month last year.
    d. Computer Users: there were 295 accesses for the month; that was a 3% increase compared to the same month last year.
    e. Children's programming: 845 patrons participated in the children's activities; that was an 0% increase compared to the same month last year.
    f. Adult Programming: 224 patrons took part in our activities; a 26% increase compared to the same month last year.
    g. AWE Early Literacy Stations: 92 accesses; a 65% decrease compared to the same month last year.

h. Wireless Internet Users: 245 people used the library Wi-Fi access; a 42% increase compared to the same month last year.
i. Hoopla: there were 434 accesses for the month; a 40% increase compared to the same month last year.

2. Colleen reported that the library had a great summer with both children and adults programming. 216 children participated in our Summer Quest Program while 89 adults participated in the Adult Summer Reading Program. The Block Party was also a big success. Colleen and Daniella will be at the High School Open House this week, and the library will be participating in the Borough's Spooky Hollow event in October. The library is also participating in the Borough of Wyomissing's Pumpkin People contest again with a literary theme.

Committee Reports:

1. Fundraising/Community – Tracy Beaky
    a. Roaring Stacks Speakeasy fundraiser: Tracy shared a document with information on what the event income and expenses were. The Speakeasy raised $32,402.00 and the expenses were $8,599.90; the net total was $23,802.10. The event was very fun, and received a lot of great feedback from the community. Tracy thanked everyone who helped with the event.
    b. Holiday Raffle Basket fundraiser: Tracy reported that the raffle baskets are coming up. The committee is asking board members to help gather items for the baskets. Last year the Holiday Baskets raised close to $7,000. We need items donated by the October Board meeting. Tracy will send an email to the board with more details. We also need volunteers to sign up to sell tickets on Election day. Jenny noted that several community members expressed disappointment that the library did not hold a bake sale on Election Day last year and suggested that the library consider hosting one this year. Jenny offered to send a sign up genius for volunteer time slots and baked goods.

Old Business

1. None

New Business

2. None

Meeting adjourned at 8:05 p.m.

Meeting Minutes submitted by Jennafer Reilly

Next Board Meeting: Monday, October 19, 2026 at 7:00 p.m.