

**Wyomissing Public Library  
Board Meeting  
Monday, January 18, 2021**

The meeting was called to Order at 7:02 p.m. by Marge Vath

**Board Members Present:** Connie Aikman, Kara DeJohn, Ann Dybalski, Jeff Herb, Adriane Hoke, Diane Hollinger, Vicki Jenckes, Tony LaParo, Lauren Oswald, Mark Ratcliffe, Lindsay Romeo, Sharon Scullin, David Hershey, Marge Vath

**Library Director:** Colleen Stamm

A MOTION was made by Tony LaParo to approve the December, 2020 Board meeting minutes and was seconded by Mark Ratcliffe. The motion carried unanimously.

**President's Report:** Marge Vath

1. Marge reported that Greg Ciatto submitted his letter of resignation after the December Board meeting. A MOTION was made by Mark Ratcliffe to accept the resignation of Greg Ciatto. It was seconded by Vicki Jenckes. The motion carried unanimously. Marge acknowledged Greg's tireless work and dedication to the library and she went on to say that she will be offering him an honorary board member position.
2. Marge announced that Amy Auchenbach's first term on the Board has expired and she has decided to not serve a second term on the Board. To replace Amy as the Fundraising/Community Affairs committee chairperson, Marge has appointed Ann Dybalski and Mark Ratcliffe to serve as co-chairs of this committee.
3. Marge stated that Tony LaParo has agreed to take over chairperson position of Corporate Sponsorship committee.

**Treasurer's Report:** Vicki Jenckes

1. The budget for 2020 was estimated at a \$27,000 loss, but we were fortunate to instead finish the year with a \$22,000 surplus. Vicki acknowledged that the surplus was largely due to the support of our generous community, the Borough of Wyomissing for their continued support, the CARES Act grant, and the Paycheck Protection Program (PPP) loan. Vicki went on to announce that we recently received correspondence from the bank that our PPP loan was forgiven. Additionally, the library also saw a significant decrease in expenses under salaries/wages.
2. Colleen Stamm announced that there was \$99 incorrectly put in the 'Meeting Room Fees' in the December column on the Budget and Cash Flow report. This money should have been reported in 'Book Sale'. The library's bookkeeper has already recorded this change in the library's financial records and it will be reflected on next month's report.
3. Sharon Scullin inquired if Library is eligible for an additional PPP loan. Colleen Stamm plans to investigate.
4. Vicki noted that the library received a generous \$10,000 grant from the Berkshire Charitable Foundation and the annual contribution from the Thun Trust in December 2020.
5. Vicki acknowledge that Borough of Wyomissing increased their funding for 2021 and thanked the Borough for their generosity in keeping the Library running.

**Corresponding Secretary:** No report

**Librarian's Report:** Colleen Stamm

1. Library Usage Statistics for December 2020
  - a. Materials circulation: 2,277 items. That was a 47% decrease compared to the same month last year.
  - b. Overdrive eBooks: 356 downloads; That was a 202% increase compared to the same month last year.
  - c. People: 736 people entered the library; an 85% decrease compared to the same month last year.
  - d. Computer Users: there were 14 accesses for the month; a 96% decrease compared to the same month last year.
  - e. Children's programming: 268 patrons participated in the children's activities; that was a 38% decrease compared to the same month last year.
  - f. Children's Recorded Programs: 4,025 total views
  - g. Adult Programming: 12 patrons took part in our activities; an 87% decrease compared to the same month last year.
  - h. AWE Early Literacy Stations: 0 accesses; a 100% decrease compared to the same month last year.

- i. Wireless Internet Users: 44 people used the library Wi-Fi access; an 84% decrease compared to the same month last year.
  - j. Hoopla: there were 268 accesses for the month; a 23% increase compared to the same month last year.
2. Colleen Stamm discontinued the online language learning resource, Mango Languages, due to the lack of usage. The number of patrons using this service dropped 50% in 2020, and has been declining for several years.
  3. According to the State Library code, the Library is required to be open 45 hours/week, but due to the pandemic it has only been open 34 hours/week. The Library will be adding 8 more hours of Grab-and-Go service beginning in February.
  4. Ann Dybalski thought as we enter tax season, maybe opening some Saturday hours to allow patrons an opportunity to work on their taxes on the public computers would be beneficial. Colleen will look into adding a few hours on select Saturdays. Sharon Scullin suggested having a section on the Library's website that allows patrons to schedule an appointment for computer use for taxes since the Library has limited timing for patrons to be in building and computer space availability.

### **Committee Reports:**

1. **Fundraising/Community Affairs:** Ann Dybalski and Mark Ratcliffe
  - a. Colleen Stamm announced that the library made \$55 on Moe's Southwest Grill fundraiser in December. We will possibly try to host this fundraiser again in the Spring.
  - b. Ann Dybalski announced that this committee will be meeting in January to explore new fundraising ideas for this year.
2. **Association Membership:** Lindsay Romeo
  - a. No report
3. **Nominating:** Diane Hollinger
  - a. The Nominating committee made a MOTION to move Dave Hershey from an At-Large position to the open voting position, which was previously held by Greg Ciatto (voting position #6). The motion carried unanimously.
  - b. The Nominating committee made a MOTION to have Lindsay Romeo serve as the Board's Secretary. The motion carried unanimously.
  - c. Diane announced that the library has several Board positions available including: 1 voting position, and 3 At-Large members. The committee will start advertising and interviewing for these positions in March.
4. **Finance:** Vicki Jenckes
  - a. No report
5. **Corporate Sponsorship:** Tony LaParo
  - a. No report

### **Unfinished Business**

None.

### **New Business**

1. Marge announced that she anticipates the library Board will be meeting online via Zoom through June 2021.
2. The Fundraising committee asked Colleen Stamm to start the process for renewing the Library's Small Games of Chance permit.

Meeting adjourned at 7:45 p.m.

Meeting Minutes submitted by Lindsay Romeo

**Next Board Meeting:** Monday, February 15, 2021 at 7:00 p.m.