

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

The meeting was called to Order at 7:03 p.m. by Marge Vath

**Board Members Present:** Connie Aikman, Kara DeJohn, Ann Dybalski, Joe DeMarte, Mary Zervanos Dialectos, David Hershey, Diane Hollinger, Vicki Jenckes, Jody Menon (Borough Representative), Mark Ratcliffe, Lindsay Romeo, David Walker, Marge Vath

**Library Director:** Colleen Stamm

A MOTION was made by Connie Aikman to approve the October, 2021 Board Meeting minutes and it was seconded by Vicki Jenckes. The motion was carried unanimously.

**President's Report:** Marge Vath

1. Marge reminded board members to make sure they have submitted their Association dues before the calendar year ends.
2. Marge circulated an updated Privacy Policy. The only change that was made was the deletion of the line of "The internet computer sign-in login - will be kept current day plus one day"; due to irrelevance. The library no longer has a computer login sheet.
  - a. A MOTION was made by Mary Zervanos Dialectos to approve the updated Privacy Policy and it was seconded by Kara DeJohn. The motion was carried unanimously.
3. Marge asked Committee Chairs to submit their Annual Reports to Colleen Stamm by December 13.
4. Vicki Jenckes suggested moving the December Board meeting up one week. After some discussion among Board members, there was an issue with attendance for both the regular scheduled meeting and the proposed meeting date. Marge will check the Board members who are absent at tonight's meeting to see which meeting dates work best with their schedules. She will notify Board members via email which date the December meeting will be held.

**Treasurer's Report:** Vicki Jenckes

1. The 2021 Operating Budget and Cash Flow Report were circulated via email prior to the meeting. Before Vicki started reviewing the budget, David Walker asked if the Library's spending was "on track" for the end of the year. Vicki said our expenditures are currently exceeding our income, and we have 3 payrolls this month. But we have the potential to increase income with Association donations, Berkshire Charitable Foundation grant, as well as the Holiday Basket Raffle fundraiser.

**Corresponding Secretary:** No Report

**Librarian's Report:** Colleen Stamm

1. Library Usage Statistics for October, 2021
  - a. Materials circulation: 3,7745 items. That was a 67% increase compared to the same month last year.
  - b. Overdrive eBooks: 348 downloads; that was a 5% decrease compared to the same month last year.
  - c. People: 2,720 people entered the library; that was a 270% increase compared to the same month last year.
  - d. Computer Users: there were 185 accesses for the month; that was a 1750% increase compared to the same month last year.

- e. Children's programming: 537 patrons participated in the children's activities; that was a 524% increase compared to the same month last year.
  - f. Children's Recorded Programs: 0 Total Views
  - g. Adult Programming: 249 patrons took part in our activities. A 183% increase compared to the same month last year.
  - h. AWE Early Literacy Stations: 0 accesses. There were no accesses in the same month last year due to the pandemic.
  - i. Wireless Internet Users: 169 people used the library's Wi-Fi access; a 267% increase compared to the same month last year.
  - j. Hoopla: there were 258 accesses for the month; a 5% decrease compared to the same month last year.
2. Other –
- a. Our Children's Librarian, Miss Candace, is doing a community outreach project with Mission BBQ this month. We are asking patrons to write messages in Christmas Cards, and then Mission BBQ will be sending these cards to active duty military.
3. Personnel - No report

**Committee Reports:**

1. **Fundraising/Community Affairs:** Ann Dybalski
- a. Basket Raffle Update: \$1,422 raised so far.
  - b. Volunteers are needed for Lighting of the Greens on Saturday, December 4, 2021
    - i. Volunteers are needed to pick up baskets at the library, and help at the Stone House for 2 shifts from 2:30-4:00 PM and 4:00-5:30 PM. All the volunteer spots were filled at the meeting except for one. We still need 1 volunteer at the Stone House from 4:00-5:30 PM.
  - c. The committee discussed the idea of partnering with local bars or breweries to host a Books & Brews event. There were several ideas that were discussed at the meeting. The committee will plan to meet in January and brainstorm the development of this event.
2. **Association Membership:** Lindsay Romeo
- a. The committee has completed the End-of-Year Association Letter and it has been submitted to Sir Speedy for printing. We hope to have the letter to the post office before Thanksgiving. We are mailing 216 pieces and each mailer will include the letter and a remittance envelope in a #10 envelope with a stamp.
3. **Nominating:** Diane Hollinger
- a. There are 3 openings for At-Large (non-voting) members starting in January. Advertisements have been posted. No applications have been submitted yet.
  - b. Colleen will submit the advertisements to the Borough of Wyomissing.
4. **Finance:** None
5. **Corporate Sponsorship:** None

**Unfinished Business**

None

**New Business**

None

Meeting adjourned at 7:44 p.m.

Meeting Minutes submitted by Lindsay Romeo

**Next Board Meeting:** Monday, December 20, 2021 at 7:00 p.m.