

**Wyomissing Public Library
Board Meeting
Monday, October 17, 2022**

The meeting was called to Order at 7:06 p.m. by Marge Vath

Board Members Present: Jana Barnett (Borough Council), Joe DeMarte, Mary Zervanos Dialectos, Ann Dybalski, David Fake, Jeff Herb, David Hershey, Diane Hollinger, Vicki Jenckes, Danielle Nuhfer, Sarah Peris, Mark Ratcliffe, Lindsay Romeo, Marge Vath

A MOTION was made by Diane Hollinger to approve the September, 2022 Board Meeting minutes and it was seconded by Mark Ratcliffe. The motion was carried unanimously.

President's Report: Marge Vath

1. Self-checkout kiosk arrived and was installed. Ann Sheehan is working on writing a press release to publicize this new library service. The staff are still learning all the mechanics of the machine.
2. The library will be getting a new copier that has the capability to be utilized for mobile printing. The library will save \$35/month compared to the current copier contract.
3. Mobile print option with Princh will be coming soon. It will be paid for with County Coordination Aid.
4. The library purchased 3 new computers: 2 for the circulation desk and 1 for the online catalog. These computers replaced existing computers that broke.
5. Tomorrow, Marge is doing a talk at Country Meadows about the Library's native garden that was installed this summer.

Treasurer's Report: Vicki Jenckes

1. Questions on spreadsheet. The timing is off on the following items:
 - a. -\$88.75 is for the self-checkout. Vicki remembers receiving the check for this deficit but it has not been deposited. This will be looked into.
 - b. Wage increases for staff should've been in May but it didn't happen until a 3 payroll month. With the 2023 budget, raises will begin in January. We also paid an insurance premium, as well as received the Berks County Community Foundation grant money that previously came earlier in the year.
 - c. Vicki discussed the inquiry to the Borough of Wyomissing about increasing the lighting around the Library. Jana Barnett noted that the first committee meeting for budgets meets this Thursday and will be then taken further along in subsequent Borough meetings.
2. Audit completed. No items need attention.

Corresponding Secretary: No Report

Librarian's Report: Colleen Stamm

1. Library Usage Statistics for September, 2022
 - a. Materials circulation: 3,556 items. That was a 7% decrease compared to the same month last year.
 - b. Overdrive eBooks: 474 downloads; that was a 25% increase compared to the same month last year.
 - c. People: 3, 020 people entered the library; that was a 45% increase compared to the same month last year.
 - d. Computer Users: The amount of computer users was not listed on the monthly report. Colleen will update the Board on this statistic at the November Board meeting.

- e. Children's programming: 590 patrons participated in the children's activities; that was a 110% increase compared to the same month last year.
 - f. Children's Recorded Programs: 0 Total Views
 - g. Adult Programming: 146 patrons took part in our activities.
 - h. AWE Early Literacy Stations: 135 accesses. There were no accesses in the same month last year due to the pandemic.
 - i. Wireless Internet Users: 182 people used the library Wi-Fi access; an 2% increase compared to the same month last year.
 - j. Hoopla: there were 272 accesses for the month; a 2% increase compared to the same month last year.
2. Other
 - a. Colleen Stamm and Candace Donato are currently attending the Pennsylvania Library Association Conference in Harrisburg, PA.
 3. Personnel - None

Committee Reports:

1. **Fundraising/Community Affairs:** Ann Dybalski
 - a. Bake Sale/Voting Day - Bake Sale sign-ups went out in an email. We are asking for items to be wrapped in individual servings as well as include an index card including ingredients to include allergy awareness. Those items may be dropped off at the Library by November 7.
 - i. All Bake Sale/Voting Day time slots have been taken.
 - b. Holiday Raffle Baskets - Still collecting items, to be dropped off at the library. Board's Baskets of Cheer items are due to the library as well for wrapping.
 - c. Lighting of the Greens - December 3rd. Asking for 2 sets of 2-3 volunteers to sell raffle tickets. Please contact Ann if you are interested in securing a spot.
 - d. Trolley Tour - December 9th. Miss Candance will handle gift bags for the kids. Colleen is arranging bake sale items. Volunteers will be needed for trolley chaperones, etc. An email with what spots are needed will be forthcoming.
2. **Association Communication:** Lindsay Romeo
 - a. A letter has been drafted and will be ready for printing by the end of the month.
3. **Nominating:** Diane Hollinger
 - a. Marge states there will be openings on the Board at the end of this year for the following positions:
Vice President and Chair of Fundraising committee
4. **Finance:** Vicki Jenckes
 - a. No report

Unfinished Business

1. Joe DeMarte clarified that Santa is booked for the Holiday Trolley Tour beginning at 5:00 p.m.

New Business

1. Be sure to mark your calendar for the December Board and Annual meeting December 19, 2022.

Meeting adjourned at 7:39 p.m.

Meeting Minutes submitted by Lindsay Romeo

Next Board Meeting: Monday, November 21, 2022 at 7:00 p.m.