

**Wyomissing Public Library
Board Meeting
Monday, October 21, 2024**

The meeting was called to Order at 7:02 p.m. by David Walker

Board Members Present: Tracy Beaky, Kara DeJohn, Joe DeMarte, David Fake, Jeff Herb, Rose Kennedy, Gretchen Platt, Lindsay Sakmann Rafer, Jennafer Reilly, Lindsay Romeo, Michelle VanBuren, David Walker

Borough Council Representative: Rick Weinoffer

Library Director: Colleen Stamm

A MOTION was made by Lindsay Sakmann Rafer to approve the May 2024 Board Meeting minutes and it was seconded by Jennafer Reilly. The motion was carried unanimously.

A MOTION was made by Rose Kennedy to approve the June 2024 Board Meeting minutes and it was seconded by Joe DeMarte. The motion was carried unanimously.

A MOTION was made by Rose Kennedy to approve the September 2024 Board Meeting minutes and it was seconded by Gretchen Platt. The motion was carried unanimously.

President's Report: David Walker

1. Strategic Plan - A MOTION was made by Lindsay Sakmann Rafer to approve the 2024 Strategic Plan and it was seconded by Jennafer Reilly. The motion was carried unanimously.
2. David announced that Homebound Book Delivery Service is coming November 12.
3. David said there has been forward momentum in resource sharing with Berks County Public Library System.

Treasurer's Report: Jeff Herb

1. Investment Policy - A MOTION was made by Dave Fake to approve the Library Investment Policy and it was seconded by Tracy Beaky. The motion was carried unanimously.
2. Jeff noted that the library received our annual contribution from the Berks County Community Foundation under Income section in August.

Librarian's Report: Colleen Stamm

1. Library Usage Statistics for September, 2024
 - a. Materials circulation: 3,298 items. That was a 7% decrease compared to the same month last year.
 - b. Overdrive eBooks: 1,038 downloads; that was a 69% increase compared to the same month last year.
 - c. Hoopla: there were 400 accesses for the month; a 14% increase compared to the same month last year.
 - d. People: 3,404 people entered the library; that was a 14% increase compared to the same month last year.
 - e. Computer Users: there were 207 accesses for the month; that was a 12% increase compared to the same month last year.
 - f. Wireless Internet Users: 210 people used the library Wi-Fi access; a 30% increase compared to the same month last year.
 - g. Children's programming: 524 patrons participated in the children's activities; that was a 1% decrease compared to the same month last year.
 - h. Adult Programming: 175 patrons took part in our activities; an 11% decrease compared to the same month last year.

- i. AWE Early Literacy Stations: 168 accesses; a 8% increase compared to the same month last year.
2. Other –
 - a. Colleen noted that print Circulation is down, however e-circulation is much higher compared to last year. Colleen has noted this shift is public demand and she has put more money toward e-materials. It should be noted that e-resources are significantly higher than print sources. Oftentimes these e-resources disappear after a year at most. The library contributes 3% of the materials budget to The Berks County district to pay for Overdrive/Libby. All the public libraries of the Berks County combined resources and are now on the same platform for this service. With Hoopla, the library typically reaches their daily download limit by noon each day. David Walker noted that maybe we need to start putting additional monies toward e-resources.
 - b. Jonathan and Colleen went to the Pennsylvania State Library Association Conference in October, and they are sorting through all the news things they've learned and they will report their findings in future.
3. Personnel - None

Committee Reports:

1. Finance Committee: Jeff Herb
 - a. The committee presented the library's 2025 Budget. Jeff explained some of the line items in the budget. A MOTION was made by Kara DeJohn to approve the 2025 Wyomissing Public Library Budget and it was seconded by Michelle VanBuren. The motion was carried unanimously.
2. Fundraising/Community Affairs: Ann Dybalski and Rose Kennedy
 - a. Raffle Baskets- items were due to the library by tonight's meeting. If Board members still have items that they have not turned in, they were asked to bring them to library this week.
 - b. The Election Day Bake Sale -food donations and volunteer spots are available. Board members were asked to sign up for a shift and/or donate baked goods.
3. Association Communication: Lindsay Romeo
 - a. The Committee will start working immediately on the Ask Letter campaign for November mailing.
4. Nominating: Lindsay Sakmann Rafer
 - a. Board Vacancy - The board is down 1 board member. The library has put out an inquiry on their newsletter and website. Applicants are encouraged to reach out to Colleen. The board is looking to fill 2-3 spots for the 2025 year.

Unfinished Business

1. None

New Business

2. None

Meeting adjourned at 8:05 p.m.

Meeting Minutes submitted by Lindsay Romeo

Next Board Meeting: Monday, November 18, 2024, 7:00 p.m.