

**Wyomissing Public Library
Board Meeting
Monday, March 21, 2022**

The meeting was called to Order at 7:04 p.m. by Marge Vath

Board Members Present: Connie Aikman, Jana Barnett (Borough Council), Kara DeJohn, Joe DeMarte, Mary Zervanos Dialectos, Ann Dybalski, David Fake, Jeff Herb, Diane Hollinger, Vicki Jenckes, Danielle Nuhfer, Sarah Peris, Lindsay Romeo, Michelle Van Buren, Marge Vath, David Walker

Library Director: Colleen Stamm

Lindsay Romeo announced that the Children's Programming statistics were incorrectly recorded in the February 2022 minutes. For January 2022, we actually had 241 patrons participate in the children's activities, which is a 104% increase compared to the same month last year. A MOTION was made by Diane Hollinger to approve the February, 2022 Board Meeting minutes with the above changes and it was seconded by Mary Zervanos Dialectos. The motion carried unanimously.

President's Report: Marge Vath

1. Marge asked the Board to review and update two library policies: Computer and Internet Policy and Patron Behavior Policy.
 - a. Addition to Computer and Internet Policy #10
 - i. Marge circulated an updated Computer and Internet Policy. The change reads: Anyone who accesses pornographic material relating to children while using library workstations or the wireless internet connection forfeits his/her/their right to privacy. Such activities will be reported to the appropriate law enforcement authorities. IF the material is determined to be pornographic, the user may be banned from the library, in addition to other penalties imposed by Federal, State and local laws.
 - ii. A MOTION was made by Joe DeMarte to approve the updated Computer and Internet Policy and it was seconded by Michelle Van Buren. The motion carried unanimously.
 - b. Expansion of #4 in Patron Behavior Policy (Under first list of prohibited behaviors adding to #4 *Staring, or ogling in an offensive or threatening manner*)
 - i. Marge circulated an updated Patron Behavior Policy. After discussion, the Board decided to table the suggested policy amendment until the next Board meeting.

Treasurer's Report: Vicki Jenckes

1. Vicki announce that the library received the state aid funding for the year.
2. Vicki said that she had suggested in a previous meeting that we take a look at our utilities. After review, the telephone bill is the only bill in the utilities budget line. The wording on the budget report will be evaluated and updated to reflect the library's current expenses.
3. Dave Walker inquired why the library insurance has gone up. Colleen Stamm suspected that the increase in insurance may be caused by a change to the insurance billing schedule.

Corresponding Secretary: No Report

Librarian's Report: Colleen Stamm

1. Library Usage Statistics for March, 2022

- a. Materials circulation: 3,264 items. That was a 57% increase compared to the same month last year.
- b. Overdrive eBooks: 424 downloads; that was a 1% increase compared to the same month last year.
- c. People: 2,902 people entered the library; that was a 453% increase compared to the same month last year.
- d. Computer Users: Colleen Stamm was unable to pull the statistics for this month due to a technical problem.
- e. Children's programming: 344 patrons participated in the children's activities; that was a 202% increase compared to the same month last year.
- f. Children's Recorded Programs: 0 Total Views
- g. Adult Programming: 206 patrons took part in our activities. A 47% increase compared to the same month last year.
- h. AWE Early Literacy Stations: Colleen Stamm was unable to pull the statistics for this month due to a technical problem.
- i. Wireless Internet Users: 129 people used the library Wi-Fi access; an 158% increase compared to the same month last year.
- j. Hoopla: there were 421 accesses for the month; a 47% decrease compared to the same month last year.

2. Other

- a. The State Report was finished and submitted online on March 16, and the paperwork was signed and submitted to our District Consultant.
- b. Main entrance interior paint repair- Kelly Painting was here March 18 for an evaluation and will be fixing this area within a few weeks. Diane Hollinger suggested that the Community Room/Emergency Exit door be repainted as well.
- c. Colleen Stamm updated the Board on status of the Franklin Street entrance door lock, which has been broken since June 2021. Colleen contacted the Borough of Wyomissing to repair the broken lock. The locksmith was unable to fix the lock because he was unable to find the broken part. The locksmith temporarily locked the door until the replacement part was located. In the Fall of 2021, the Borough of Wyomissing ordered a new locking system. The lock is still backorder and the Borough of Wyomissing is trying to get the lock repaired. They will give the locksmith 2-3 more weeks to fix the lock. Kara asked if this exit being locked is a fire hazard-Colleen said that it is not because people can get out but can't come in. Since this is the handicapped entrance, the board suggested putting signage at the bottom of the ramp. Diane Hollinger brought attention to the Library's main entrance door which does not have a panic bar in case of fire.

3. Personnel - No report

Committee Reports:

1. Fundraising/Community Affairs: Ann Dybalski

- a. Kentucky Derby Party- Ann requested that the Board donate the Bourbon for the event again this year. A sign-up will be coming soon. Tickets are available on the website and we've sold 19 tickets. Ann and Mark Ratcliffe are looking for musicians, preferably a jazz trio, to perform at the event. Please forward any suggestions. The print invitations have been mailed.
- b. Volunteer Luncheon- Ann and Colleen will coordinate dates and catering from Cloud 9 Café for either a sit & eat or grab & go event. Invitations to go out soon.

- c. 5K, June 18- Danielle has put the event on Pretzel City. A paired down flier with a logo, date & time, and a QR code. Fleet Feet has offered to advertise the 5K as well.
 - d. Raffle Baskets- 7 baskets are confirmed for the Holiday Basket Raffle. Ann said the committee is still looking for someone to sponsor the Picnic in the Park basket and the Game Night basket.
2. **Association Communication:** Lindsay Romeo
 - a. In February, the library received 3 new donors totaling \$155.
 - b. The spring Association mailer is ready for printing, and should be mailed soon.
3. **Nominating:** Diane Hollinger
 - a. No report
4. **Finance:** Vicki Jenckes
 - a. No report

Unfinished Business

1. Vicki Jenckes will be picking up daffodils April 1 to plant in the flower beds around the library. If anyone is interested in helping plant the daffodils, please reach out to Vicki.

New Business

1. Diane Hollinger addressed the issue of outside lighting when exiting the library at the Franklin Street door after evening programs. Vicki Jenckes suggested bringing up better sidewalk lighting to the Borough of Wyomissing and revisiting the Borough's proposed list of library improvements which was done by a local architectural firm. Marge Vath said that Colleen Stamm has purchased some solar lights to place at the bottom of the Children's Entrance steps as well as the Library sign.

Meeting adjourned at 7:58 p.m.

Meeting Minutes submitted by Lindsay Romeo

Next Board Meeting: Monday, April 18, 2022 at 7:00 p.m.