

**Wyomissing Public Library
Board Meeting
Monday, March 20, 2023**

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, Ann Dybalski, Vicki Jenckes, Diane Hollinger, Michelle Van Buren, Lindsay Romeo, Marge Vath, David Walker

Library Director: Colleen Stamm

A MOTION was made by Jana Barnett to approve the February, 2023 Board Meeting minutes and it was seconded by Vicki Jenckes. The motion carried unanimously.

President's Report: Marge Vath

1. Marge presented several library policies for review. After some discussion, each policy was presented for approval by the Board of Trustees:
 - a. Library Animal Policy
 - i. A MOTION was made by Connie Aikman to approve the Library Animal Policy and it was seconded by Diane Hollinger. The motion carried unanimously.
 - b. Request for Withdrawal or Retraction of Library Materials
 - i. A MOTION was made by David Walker to approve the Request for Withdrawal or Retraction of Library Materials and it was seconded by Vicki Jenckes. The motion carried unanimously.
 - c. Collection Development Plan
 - i. The following changes were requested: the title of the form from 'Request for Reconsideration of Library Materials' to 'Request for Withdrawal or Retraction of Library Materials' noted in section II, line 2; Changing of wording from 'preschool adults' to 'preschool children' noted in Section I, line 5.
 - ii. A MOTION was made by Jana Barnett to approve the Collection Development Plan and it was seconded by Michelle Van Buren. The motion carried unanimously with
2. Child Abuse & Sexual Molestation Policy
 - a. Marge stated that the Borough of Wyomissing's insurance company has requested that the library's Board of Trustees review of the Child Abuse & Sexual Molestation Policies. Jana Barnett will submit a draft for the Board's consideration at our next meeting (April 2023).

Treasurer's Report: Vicki Jenckes

1. Vicki announced that the library received our State Aid payment for the year. The funding was higher than we had budgeted, which resulted in a profitable month in February.
2. Vicki clarified that the fundraising expenses listed on the budget and cash flow report was a payment/deposit for a vendor for the Kentucky Derby Party fundraiser.

Finance Committee: Vicki Jenckes

1. Vicki stated that the committee discussed investing some of the library's money. The committee recommended investing \$25,000 of the library's money with Riverfront Credit Union with a 20-month CD at 4%. Vicki feels that this CD is a good investment and would safely earn the library more money. After some discussion, Vicki stated that she will also investigate Bell Co., and Diamond Credit Union, as well as Customers Bank and M&T Bank.

Librarian's Report: Colleen Stamm

1. Library Usage Statistics for February, 2023
 - a. Materials circulation: 3,771 items. That was a 16% decrease compared to the same month last year.
 - b. Overdrive eBooks: 522 downloads; that was a 23% increase compared to the same month last year.

- c. People: 2,466 people entered the library; that was a 15% decrease compared to the same month last year.
 - d. Computer Users: there were 197 accesses for the month; that was a 5% increase compared to the same month last year.
 - e. Children's programming: 580 patrons participated in the children's activities; that was a 69% increase compared to the same month last year.
 - f. Children's Recorded Programs: 0 Total Views
 - g. Adult Programming: 136 patrons took part in our activities; a 15% decrease compared to the same month last year.
 - h. AWE Early Literacy Stations: 168 accesses; an 83% increase compared to the same month last year.
 - i. Wireless Internet Users: 146 people used the library Wi-Fi access; a 13% increase compared to the same month last year.
 - j. Hoopla: there were 369 accesses for the month; a 12% decrease compared to the same month last year.
2. Other –
- a. Status of Fine Free – Colleen said that there was some paperwork and communication that needed to take place with our vendor for the circulation system (ILS). It was officially ready to go last week. Ann Sheehan submitted a press release, and Colleen is working on sending out an email to notify patrons, as well as printing flyers and posting to social media.
3. Personnel
- a. Children's Librarian update – Colleen announce that we had 4 applicants, and interviews will start this Friday.

Committee Reports:

- 1. **Fundraising/Community Affairs:** Ann Dybalski
 - a. Kentucky Derby - invitations have been designed and printed. Caterers and porta-potties have been scheduled. Music, tables, flowers, and food are all in the works. Vicki Jenckes and David Walker are chasing down some sponsorship opportunities. David asked that any Board members who have an idea for a potential donor(s) to please email either David or Vicki.
 - b. Volunteer Lunch - 4/27/23, 12pm. The Library will close for 1 hour (12pm-1pm) in order for the staff and volunteers to enjoy their time. Ann would like to offer the boxed lunch from Cloud9 again this year as it was well received last year. Colleen has reserved the Community Room. Ann requests that any available Board members please attend to socialize with Library volunteers.
 - c. Kimberton Whole Foods fundraiser - Continue shopping for the month as they match with their Rounding Up at the Register program.
- 2. **Association Communication:** Lindsay Romeo
 - a. The flier has been submitted for publication. It should hit mailboxes by next week.
- 3. **Nominating:** Diane Hollinger
 - a. No report

Unfinished Business

- 1. None

New Business

- 2. None

Meeting adjourned at 7:58 p.m.

Meeting Minutes submitted by Lindsay Romeo

Next Board Meeting: Monday, April 17, 2023 at 7:00 p.m.