

**Wyomissing Public Library  
Board Meeting  
Monday, January 15, 2024**

The meeting was called to Order at 7:00 p.m. by David Walker

**Board Members Present:** David Walker, Tracy Beaky, Steve Ohnsman, Ann Dybalski, Connie Aikman, Danielle Nuhfer, Michelle Van Buren, Jeff Herb, Joe DeMarte, David Fake, Gretchen Platt, Jenny Reilly, Rose Kennedy, Lindsay Sakmann Rafer, Kara DeJohn, Vicki Jenckes

**Borough Council Representative:** Rick Weinhoffer

**Library Director:** Colleen Stamm

A MOTION was made by Vicki Jenckes to approve the December 2023 Board Meeting minutes and it was seconded by Connie Aikman. The motion was carried unanimously.

**President's Report:** David Walker

1. David stated that he wanted to discuss the Board's 2024 priorities at the end of the meeting during the new business.

**Treasurer's Report:** Vicki Jenckes

1. Vicki reported that the budget was amazingly better than the previous year; revenue was at 108% and expenses at 97%. The library ended the year with a \$38,000 surplus. Several items contributed to this surplus including:
  - a. The creative mailer which added more donors and raised \$45,512
  - b. Borough of Wyomissing stipend was increased to \$212,000
  - c. The library's State funding was increased.
  - d. The successful fundraiser with Kimberton Whole Foods.
2. Vicki announced that she will need to step down sooner than anticipated.

**Finance Committee:** Vicki Jenckes

1. Vicki stated that the library received a \$100,000 memorial gift. The library will be moving the money into the Vanguard Money Market

**Librarian's Report:** Colleen Stamm

1. Library Usage Statistics for December 2023
  - a. Materials circulation: 2,949 items. That was a 4% decrease compared to the same month last year.
  - b. Overdrive eBooks: 701 downloads; that was an 81% increase compared to the same month last year.
  - c. Hoopla: there were 372 accesses for the month; a 34% increase compared to the same month last year.
  - d. People: 2,992 people entered the library; that was a 2% decrease compared to the same month last year.
  - e. Computer Users: there were 206 accesses for the month; that was a 22% increase compared to the same month last year.
  - f. Wireless Internet Users: 155 people used the library's Wi-Fi access; an 8% decrease compared to the same month last year.
  - g. Children's programming: 682 patrons participated in the children's activities; that was a 2% increase compared to the same month last year.

- h. Children’s Recorded Programs: 0 Total Views
  - i. Adult Programming: 244 patrons took part in our activities; a 126% increase compared to the same month last year.
  - j. Adult Programming Recorded Programs: 0 Total Views
  - k. AWE Early Literacy Stations: Unable to get statistics this month - program used to track these statistics is not working.
2. Other – None
  3. Personnel – Colleen reported that she will be wrapping up staff reviews by the end of the month.

**Committee Reports:**

1. **Fundraising/Community Affairs:** Ann Dybalski
  - a. The committee is planning to do the following fundraiser in 2024: Duck Race, Summer Block Party, Holiday Basket Drawing, and Holiday Trolley Tour. They will need volunteers to help with all the fundraisers.
  - b. Ann announced that the committee would like to bring back the Volunteer Luncheon the - week of April 7-13.
  - c. The committee’s next meeting will be held on Tuesday, January 23 at 6:30 p.m.
2. **Association Communication:**
  - a. Kara DeJohn reported that the committee is brainstorming ideas for this year’s flyer. The goal is to have the flyer finished by March.
3. **Strategic Planning:**
  - a. The following board members will be serving on the library’s strategic planning committee: Mary Dialectos, Lindsay Sakmann Rafer, Jenny Reilly, and David Walker will be chairing.
  - b. David Walker stated that he would like the process to be efficient, and he would like to finish the strategic plan by June 2024.
  - c. A strategic plan is necessary for better fundraising and grant writing. The committee will be involving the staff and community leaders in the process.
  - d. Tracy Beaky had asked what the Board’s mission was. David Walker stated that the committee had not hammered out a mission for the Board. Colleen Stamm added the library had a mission which was in each Board member’s notebook.

**Unfinished Business**

1. There was a discussion on the need for a security certificate for library’s website which was previously discussed in November 2023. Colleen Stamm stated that Jonathan Moore had clarified the use of a security certificate for the library website in an email last year. David Walker asked Colleen to find out how much it would cost to purchase a security certificate for the library’s website.

**New Business**

1. David Walker asked for the board members to share their aspirations for the library Board. After brainstorming, Board members shared their thoughts and ideas.

Meeting adjourned at 8:00 p.m.

Meeting Minutes submitted by Colleen Stamm

**Next Board Meeting:** Monday, February 19, 2024 at 7:00 p.m.