

Board Meeting
Monday, February 17, 2025

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

Board Members Present: Tracy Beaky, Jim Christie, Kara DeJohn, Rose Kennedy, Danielle Nuhfer, Stephen Ohnsman, Charlie Perkins, Gretchen Platt, Lindsay Sakmann Rafer, Jennafer Reilly, Lindsay Romeo, Annette Vail, David Walker.

Borough Council Representative: Rick Weinhoffer

Library Director: Colleen Stamm

A MOTION was made by Lindsay Sakmann Rafer to approve the January 2025 Board Meeting minutes, and it was seconded by Jennafer Reilly. The motion was carried unanimously.

President's Report: David Walker

1. By-Law Amendment: Board Member Residency Requirement - Section 3.01 The number of Trustees of the Corporation is fixed at fifteen voting members, all at least thirteen (13) of whom shall be members of the Corporation. Up to two (2) West Reading residents at a time, who are at least 18 years of age and who make an annual monetary contribution to the library of one hundred (\$100) dollars, are also eligible to serve as voting members of the board of Trustees and to have the right to vote at the annual meeting of the Corporation.
 - a. This by-law change will be voted on at the next Board meeting on March 17, 2025.
2. The Executive Committee decided Zoom meetings will not be offered for a monthly board meeting. David reminded the board that everyone is afforded 3 absences per year. Steve Ohnsman mentioned that there is a contingency plan on Zoom meetings for weather related issues.
3. David is still searching for a Volunteer Coordinator. This job will be tasked with coordinating volunteers for events, so there is enough support for library events to run smoothly. If you are interested in taking on this role, please email David Walker.
4. The Wyomissing Borough has allowed the library to submit two articles for Spring edition of The Citizen (print publication).
5. Community Room Pricing- The prices should be raised to reflect inflation. Currently, the prices stand at \$25 for non-profits, \$100 for parties, \$100 for businesses. Colleen mentioned that there has been more of an ask for technology usage. She said that most libraries are charging for this as a staff member is needed to set up equipment. Colleen recommends charging technology al-la carte. After some discussion, the Board made the following recommendation: \$25 per piece of equipment needed and the room cost would increase to \$50 for non-profit, businesses - \$200, and parties would be \$50/per hour. Colleen will review the Community Room Policy and make a recommendation to the Board for approval at a future meeting.

Treasurer's Report: Steve Ohnsman

1. This past month there were 3 staff payrolls so that column in the budget is a bit higher than usual.
2. Rick Weinhoffer requested that Colleen send the most current Budget and Cash Flow report with the minutes for the Wyomissing Borough Council's monthly meetings.

Librarian's Report: Colleen Stamm

1. Library Usage Statistics for January, 2025
 - a. Materials circulation: 3,241 items. That was a 9% decrease compared to the same month last year.
 - b. Overdrive eBooks: 1,154 downloads; that was a 27% increase compared to the same month last year.

- c. Hoopla: there were 401 accesses for the month; a 4% increase compared to the same month last year.
 - d. People: 4,084 people entered the library; that was a 30% increase compared to the same month last year.
 - e. Computer Users: there were 237 accesses for the month; that was a 2% increase compared to the same month last year.
 - f. Wireless Internet Users: 201 people used the library Wi-Fi access; a 16% increase compared to the same month last year.
 - g. Children's programming: 642 patrons participated in the children's activities; that was a 19% increase compared to the same month last year.
 - h. Adult Programming: 369 patrons took part in our activities; a 44% increase compared to the same month last year.
 - i. AWE Early Literacy Stations: The online report tool is not working. Colleen will report statistics as soon as the platform is working.
2. Other –
- a. Great Decisions starts March 3, 2025. A program partnering with the World's Fair Council to discuss current events.
 - b. Longwood Gardens Community Reads - April, 2025. There will be programs at the library for adults and kids.
 - c. Jane Austen Book Club – the library received a donation of Jane Austen books by a local community member.
 - d. The Philadelphia Flower Show Bus Trip is almost sold out, there are two tickets remaining.
3. Personnel - None

Committee Reports:

- 1. **Fundraising/Community Affairs:** Gretchen Platt and Rose Kennedy
 - a. The committee is developing a 3-prong approach focusing on selecting a few charitable foundations or bigger businesses and approaching them for a multi-year partnership. A flier mock-up was created to leave behind at future meetings and email exchanges. The committee will also be visiting smaller businesses in Wyomissing and West Reading for smaller donations. As well as an idea for linking smaller businesses with program specific support. Kara asked the committee to be mindful when asking the smaller family businesses because they are also asked during raffle basket season in November.
 - b. David mentioned that there is currently no sponsor for this year's Summer Reading Program.
- 2. **Association Communication:** Lindsay Romeo
 - a. The committee has met, and a preliminary flyer has been created. This year's flier theme is 'Show your love for the library'. We hope to finalize by March 15. The committee hopes to also issue an email/virtual version of the flier as well to be sent to donors that we do not have an address on file.
- 3. **Nominating:** Lindsay Sakmann Rafer
 - a. None

Unfinished Business - None

New Business - None

Meeting adjourned at 7:48 p.m.

Meeting Minutes submitted by Lindsay Romeo

Next Board Meeting: Monday, March 17, 2025 at 7:00 p.m.