

**Wyomissing Public Library  
Board Meeting  
Monday, March 17, 2025**

The meeting was called to Order at 7:01 p.m. by David Walker.

**Board Members Present:** Tracy Beaky, Jim Christie, Kara DeJohn, Joe DeMarte, David Fake, Rose Kennedy, Danielle Nuhfer, Stephen Ohnsman, Serenah Pauliuc, Charlie Perkins, Gretchen Platt, Lindsay Sakmann Rafer, Jennafer Reilly, Lindsay Romeo, Annette Vail, Michelle VanBuren, David Walker

**Borough Council Representative:** Rick Weinoffer

**Library Director:** Colleen Stamm

A MOTION was made by Gretchen Platt to approve the February, 2025 Board Meeting minutes and it was seconded by Lindsay Sakmann Rafer. The motion was carried unanimously with below changes:

- In ByLaws Amendment: second line, take out the word ALL
- Under Librarians Report, Other - Change “World’s Fair Council” to “World Affairs Council”

**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 (15) voting members, 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. A MOTION was made by Lindsay Sakmann Rafer to amend the Bylaw Board Member Residency Requirement reflected above and it was seconded by Jennafer Reilly. The motion was carried unanimously.
2. Eli Esterbrook - Eagle Scout Project: Native Garden for the Wyomissing Public Library Proposal
  - a. Native Wildlife Garden for the library
  - b. Binder will be created containing each plant in the garden as well as informational plant stakes
  - c. A visual layout was distributed to the Board
  - d. \$560 proposal is requested from Edge of the Woods. Eli will self-fund the rest of the project
  - e. Colleen mentioned the library does have a \$175 memorial gift from Mrs. Robin Beatty a library garden volunteer
  - f. A MOTION was made by Charlie Perkins to approve the Native Garden for Wyomissing Public Library proposal and it was seconded by Danielle Nuhfer. The motion was carried unanimously.
  - g. A MOTION was made by Joe DeMarte to allocate the \$175 memorial gift toward Eli’s Eagle Scout Project and it was seconded by Steve Ohnsman. The motion was carried unanimously.
3. Community Room Fees- At last month’s meeting, the Board discussed increasing the prices for the Community Room. Colleen expressed concern about the non-profit rate that was discussed at the February meeting. Colleen reviewed meeting room policies from 7 local

libraries, our library's intended fees would be the highest in the area. Colleen also noted that most libraries do not charge non-profits nor do they charge for technology fees.

- a. After some discussion, the Board came up with these proposed fees: \$25 flat technology fee, \$25 for non-profits, \$150 for profits for 4 hours, \$100 for 2 hrs for parties (includes 30 min set and clean-up)+\$50 for each additional hour for parties.
- b. A MOTION was made by Lindsay Sakmann Rafer to approve the new adjusted fees and it was seconded by Rose Kennedy. The motion was carried unanimously.

**Treasurer's Report:** Steve Ohnsman

1. Steve highlighted that there is a very large difference in the cash fund compared to last year because the library received a memorial gift in 2024.
2. Colleen noted that since the bookkeeping transition took place in February, both bookkeepers were on payroll that month and that is noted.

**Librarian's Report:** Colleen Stamm

1. Library Usage Statistics for February, 2025
  - a. Materials circulation: 3,252 items. That was an 11% decrease compared to the same month last year.
  - b. Overdrive eBooks: 1,018 downloads; that was a 30% increase compared to the same month last year.
  - c. Hoopla: there were 414 accesses for the month; a 9% increase compared to the same month last year.
  - d. People: 3,337 people entered the library; that was a 12% increase compared to the same month last year.
  - e. Computer Users: there were 225 accesses for the month; that was a 4% decrease compared to the same month last year.
  - f. Wireless Internet Users: 186 people used the library Wi-Fi access; a 8% increase compared to the same month last year.
  - g. Children's programming: 523 patrons participated in the children's activities; that was a 16% decrease compared to the same month last year.
  - h. Adult Programming: 302 patrons took part in our activities; a 44% increase compared to the same month last year.
  - i. AWE Early Literacy Stations: 181 accesses; a 10% increase compared to the same month last year.
2. Other –
  - a. Pennsylvania Annual State Report has been submitted on time
  - b. Bookkeeping update - Judy has transitioned bookkeeping to Mary
  - c. Colleen reported that there was a great turnout for the Jane Austen book club
3. Personnel – none

**Committee Reports:**

1. **Fundraising/Community Affairs:** Gretchen Platt and Rose Kennedy
  - a. The committee is kicking off their fundraising campaign National Library Week - April 6
    - i. Utilizing social media, local businesses will be invited to sponsor the library
    - ii. These new sponsorship opportunities will be available under the "Sponsorship" webpage on the library's website.
  - b. Volunteer Luncheon - April 4, 2025. Board members were asked to RSVP.

2. **Association Communication:** Lindsay Romeo
  - a. A google form was sent out asking for quotes for your feelings on the library. A few more quotes are needed
  - b. The committee estimates the flier will be ready for printing in 2 weeks
  - c. Jennafer offered to also upload a digital version of the flier to email patrons who use the library and have donated in the past
3. **Nominating:** Lindsay Sakmann Rafer
  - a. None

**Unfinished Business**

1. None

**New Business -**

1. Building an endowment - Steve Ohnsman
  - a. Some funds are already in place (Vanguard), however investigating ways to fund the future of the institution and a goal of \$3,000,000 is prudent. If you know of someone who would be interested in donating toward the endowment, please reach out to Steve.
  - b. Rose mentioned that hiring a professional fundraiser would be beneficial in working on the endowment fund and would end up paying for themselves.

Meeting adjourned at 8:17 p.m.

Meeting Minutes submitted by Lindsay Romeo

**Next Board Meeting:** Monday, April 21, 2025 at 7:00 p.m.