

WERNERSVILLE PUBLIC LIBRARY
Board of Trustees Meeting
January 14, 2020
Minutes

Attendance: Bridgid Good, Sandee Nevitt, Jared Renshaw, Leigh-Anne Yacovelli, Allison Plevrakis, Deb Scull, Kristi Brant

The Meeting was called to order at 7:03 p.m.

1. Public Portion – There were no public visitors
2. Vote on new board member Deb Scull – Sandee Nevitt made a motion to approve Deb Scull as a new library board member. Allison Plevrakis seconded. Motion carried.
3. Approval of Minutes from November 2019 – Jared 1st; Sandee 2nd; motion carried.
4. Treasurer’s Report
 - a. Vote to approve 2020 budget – (1st Kristi, 2nd Bridgid, motion carried.)
 - i. Every municipality has approved library funding for 2020 as reflected in the budget
 - b. Allison reported that Sherry needs to make bookkeeping updates on the year end statements; the board agreed to table the approval of year end financials to next meeting so that revisions may be included
 - c. Profit & Loss Statement Line Item 47232 and 47233 – shows gain/loss amount on investments, discussed hiding it for the operating budget because does not show accurate picture.
5. Director’s Report. Discussed the following related to this report:
 - i. Hotspots are included in technology budget and now available for checkout. The cost after introductory period is \$29.40 per month per unit.
 - ii. Conversations are ongoing regarding the yoga instructor’s availability, scheduled hours, and status as an independent contractor
6. Friend’s Report
 - Passed out signup sheets for board members to join Friends
 - There will be another Friendly’s fundraiser night in April, date TBD
 - Friends received Redner’s check for \$420.42 and made a \$3500 donation to the library. The amount is higher than usual so the library, not the Friends, can purchase Little Free Libraries for various locations, including township offices, and to replace the bench in the front of the building.
 - Book sale is scheduled for May 12-16, and again in October with dates TBD
 - There is interest in a Julia Child fundraiser at Phoebe Berks in late October or early November
 - The friends are scheduled to meet 9 times in 2020
7. Old Business:
 - a. Library Closure dates for 2020 – Approved by email vote on 11/22/2019
 - b. Annual fund drive – under \$1000 raised to date – letters sent out later than last year. All thank you notes for gifts received to date have been mailed.

- c. Old Fines- Leigh-Anne is working with Mike N at the system office on a report of all patrons with fines 7 years or older, to be written off.
 - d. Strategic Plan Update – none
 - e. Motion to remove Lori Mountz from library accounts and add Kate Sowers (1st Sandee, 2nd Jared. Motion Carried.) Board requested agenda item for next meeting on update financial controls, including cleaning up credit card assignments, removing Lori and adding Kate as appropriate to accounts, removing/closing out any previous directors and presidents who are named on accounts
8. New Business:
- a. Library Security – board discussed need for security now that the police department has moved out of the building; options will be reviewed by Leigh-Anne and Kate for discussion at next board meeting
 - b. Policy Review – Board received internet policy from County for review, with subsequent email vote on acceptance; additional policies will be reviewed throughout the year
 - c. Volunteer Appreciation Month – Sandee to take the lead on planning recognition event in April
 - d. Little Free Library display – Bridgid to reach out to SHTownship; Deb to discuss with Lower Heidelberg
9. Other:
- a. On March 10, Stephanie Williams will give a 10-15 minute presentation to the board on her role as library district consultant.
 - b. The board requested a meeting/annual review of our investments with Jim Geosits of Merrill Lynch at our August meeting
 - c. Board members agreed to the following schedule representing our library at system board meetings:
 - i. February – Kristi
 - ii. May – Kate
 - iii. August- Allison
 - iv. November – Sandee
 - d. Deb shared that National Night Out is on August 4, and Officer John Sellers is coordinating the event for Lower Heidelberg Twp. The board committed to participating.
 - e. In order to facilitate US Census participation, Berks libraries will include a link to the census questionnaire on every PC

Next meeting is February 11, 2020.

The meeting was adjourned at 8:20 p.m. (Sandee 1st, Bridgid 2nd)

Respectfully submitted,

Kristi Brant, Secretary