

Wernersville Public Library
Board of Trustees Meeting Minutes
September 13, 2022

MISSION STATEMENT: The Wernersville Public Library inspires learning, creates community, and transforms lives with quality resources and services.

In Attendance: Kristi Brant, Greg Mazurek, Sharon Melson, Sandee Neavitt, Allison Plevrakis, Susan Sorrentino, Leigh-Anne Yacovelli

The meeting was called to order by Kristi at 7:01 PM.

1. Public Portion: No guests

2. Approval of Minutes:

The August 2, 2022 minutes should be amended to reflect an executive session was called regarding a personnel performance evaluation. A motion to approve the minutes with the amendment was made by Sandee, seconded by Susan. The motion was unanimously approved.

3. Treasurers' Report:

The annual financial statements and audit was completed in mid-August. Allison signed the representation letter and the board received the 990 for review. A motion to approve the 990 was made by Greg, seconded by Sandee. The motion was unanimously approved.

The M&T checking account balance is \$15.2k at 9/8/22. Allison will transfer money from the savings account if needed later in September.

Allison informed the board of movements in the budgeted 2022 amounts. \$3,275 was moved from line 40103c state and money aid to money held by county. In April, Lower Heidelberg informed the library that they were increasing their contribution from \$2.50 per capita to \$3.00 per capita, so line 40109a3 Lower Heidelberg Twp was increased by \$3,115 and \$42,001 transfer from savings, was decreased by \$3,115. All changes were made within the total income section.

A motion to accept the treasurer's report was made by Sandee, seconded by Greg. The motion was unanimously approved.

4. Director's Report:

We are waiting to receive a letter on fine free/reimbursement from the county. This will be discussed at our next meeting.

The next staff meeting is to be held at Friendly's over dinner at the Friends fundraising night on 9/29/22. Leigh-Anne requested permission to close the library one hour early for this. A motion to approve this request was made by Greg and seconded by Sharon. The motion was unanimously approved.

5. Friends Report:

Another book sale is scheduled to be held from Wednesday, 10/12/22 through Saturday 10/15/22. A presale will be Tuesday 10/11/22.

Baked goods will be available for sale at Friendly's on 9/29/22.

Friends approved expenditure for some library furniture throughout the building, and finding someone to sand and recoat the wooden chairs. Leigh-Anne is working with them to get prices.

They will have their next meeting on Monday, 10/10/22 at 1 PM because of the book sale.

6. Old Business:

- a. Greg attended the Wernersville Borough meeting, and presented our monthly report. He expressed our appreciation and interest in the Rec board. South Heidelberg is not doing a Halloween program this year but invited us for the tree lighting in December. The Lower Heidelberg Rec board has moved their yard sale to Green Valley School and Leigh-Anne is not expected to be there.
- b. There are no updates regarding the security cameras.
- c. Strategic plan – A meeting will take place with Kristi, Leigh-Anne and Allison to discuss the further fund-raising section of the strategic plan to present at our next meeting.

7. New Business:

- a. Deb Scull attended the August 17th BCPL Board meeting regarding the funding formula. However, she was unable to attend our meeting tonight to give a report.
- b. Leigh-Anne presented a copy of the annual fund drive letter to be mailed. Greg made a motion to accept the letter as presented, and Sandee seconded the motion. The motion was unanimously approved.

8. Other:

- a. Leigh-Anne stated the Township and borough letters are ready for review and signatures.
- b. Leigh-Anne will be attending the South Heidelberg workshop but not the general meeting this month.
- c. Leigh-Anne mentioned October 29th is a busy date in the community and asked for volunteers to help with our presence.
- d. At 8:15 PM the meeting was adjourned for a brief executive session regarding a personnel performance evaluation. The executive session was adjourned at 8:34 PM, at which time the general meeting resumed.

9. Adjournment:

- a. At 8:35 PM a motion was made by Greg and seconded by Sharon to adjourn the meeting. The motion was unanimously approved.
- b. The next meeting will be October 11, 2022.

Prepared and submitted by Sharon Melson