

Wernersville Public Library
Board of Trustees Meeting Minutes
March 14, 2023

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

In Attendance: Kristi Brant, Sarah Evans, Sharon Melson, Allison Plevrakis, Susan Sorrentino, Deb Scull, Leigh-Anne Yacovelli

The virtual meeting was called to order by Kristi at 7:03 PM

Two executive session meetings were held virtually on February 23rd and March 10th 2023 regarding personnel matters.

1. Public Portion:

There were no guests.

2. Approval of Minutes:

There were no corrections or additions for the minutes of February 14, 2023.

A motion to approve the minutes was made by Susan and seconded by Deb. The motion was unanimously approved.

3. Treasurer's Report:

Allison noted that the financial reports look slightly different because the bookkeeper downloaded a new version of QuickBooks. She noted that the library received a \$2,200 donation from the SH anniversary committee. The checking account balance at 3/3/23 was \$41.8k. The board approved the Feb 2023 P&L. Allison reported that she changed the credit card on different vendors to her credit card and removed Leigh-Anne's credit card from the files. She will cancel Leigh-Anne's credit card next week. Allison will be handling payroll and the financial aspects of the director's position until a new director is hired. The state report was submitted on 3/9/23. Leigh-Anne and Allison worked on the audit questionnaire and started to gather audit materials for the 2022 annual audit.

4. Director's Report:

Leigh-Anne shared information about the library web site and Transparent Language, an online training site.

We discussed the need to publicize events.

An EDI grant will be applied for before Leigh-Anne leaves.

Leigh-Anne mentioned 2 CE's will still be needed besides Sarah attending the new trustee orientation. She wanted us to be aware of upcoming seminars. Leigh-Anne advised us that someone will need to attend the directors meeting the 4th Tuesday every other month and the URR needs to be done by September.

We discussed hiring for open positions at the library.

It was confirmed that egg hunts have been scheduled for April 1st by both Lower Heidelberg and South Heidelberg.

5. Friend's Report:

The Friends had a meeting today. They agreed to pay \$350.00 for the packaging of the recently donated Great Courses.

Opportunity House picked up the stored books leftover from previous sales.

The next Friends book sale will be May 9-13. They are collecting books, and are also collecting all costume jewelry to be sold at their fall sale.

The \$10.00 tickets are now available for the chicken barbecue fund raiser on May 12th.

They have another fund raiser scheduled on May 25th 5-9 PM at Friendly's. The library will receive 10% of sales.

One of their members donated paint for the downstairs walls and ceiling of the library. The painting will be done by the township road crew. They will work around the scheduled programs.

They asked if anyone knew an artist who could paint a mural on the downstairs wall.

A member asked if our library positions were advertised on state school web sites. We are advertising for the director position at all Pennsylvania and New Jersey universities that offer a library science masters degree.

6. Old Business:

- a. Updates on Township and Borough meetings – Leigh-Anne did attend the Borough and South Heidelberg meetings and will attend the Lower Heidelberg Workshop meeting on February 15th.
- b. Updates from Board Committees – none.
- c. Security cameras – The Borough is aware of our interest in installing security cameras at the library.

- d. Joint Sinking Spring YMCA fundraiser with Robesonia Library – We are still in discussion with Robesonia regarding a pickle ball tournament in the fall or winter, since we missed the opportunity to do one in the spring.

7. New Business:

- a. February BCPL Board Meeting – Kristi attended the system board meeting and her comment was shared about our opposition to Section #9 of the Berks County URR. It was agreed the section will be reviewed and re-written, and a draft will be presented at their next meeting.
- b. Kristi would like to put together a calendar of events, and ask board members to indicate their availability for event coverage.
- c. Kristi would also like to know days/times when board members would be available in the library when needed for backup.
- d. A final staff meeting for Leigh-Anne will be held on Friday, March 17th at 10:30 AM.
- e. We want to recognize and say thank you to Leigh-Anne for her 5 years of service in our library. We are grateful for everything she has accomplished. Thanks also to her family for supporting her and the library.

8. Executive Session:

- a. The meeting was adjourned at 7:57 PM to enter into an executive session, for a discussion about staff. We then excused Leigh-Anne, and proceeded to discuss possible new hires.
- b. The executive session was adjourned at 8:29 PM, at which time the main meeting was resumed.

9. Adjournment:

At 8:29 PM a motion to adjourn the board meeting was made by Sharon, seconded by Kristi. The motion was unanimously approved.

The next meeting will be on April 11th at 7 PM, probably in the virtual format.

Prepared and submitted by Sharon Melson.