

Wernersville Public Library
Board of Trustees Meeting Minutes
September 12, 2023

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

In Attendance: Board members - Kristi Brant, Sarah Evans, Greg Mazurek, Sharon Melson, Allison Plevrakis, Debbi Scull, Library Director Maria Gerasklis-Long.

Others – Becky Wanamaker, Ambur Bernhard, Abby Showalter.

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

1. Public Portion:

Our guest was Becky Wanamaker, District Consultant, Reading Library District

2. Appointment of New Board Members:

As the first order of business, a vote was taken to appoint Ambur Bernhard and Abby Showalter as members to the Wernersville Public Library Board of Trustees. A motion was made by Sharon, seconded by Allison. The motion was unanimously approved.

3. Approval of Minutes:

Ambur noted her name was misspelled on page one listed as our invited guest in the August 8th minutes . There were no other corrections or additions to the minutes.

A motion to approve the minutes with the name correction was made by Sarah, seconded by Abby. The motion was unanimously approved.

4. Treasurer's Report:

The checking account balance at 9/5/23 was \$33k. The library received the 2nd installment of \$6.9k from Wernersville in September, which is not reflected in these financial reports. The only remaining outstanding municipal contribution is \$9.6k. from South Heidelberg. Allison and Maria met in September to work on the 2024 budget. Maria produced a good first draft budget and the two of them will continue to work on it. Allison brought up the annual fund drive and that it is time to start printing letters and stuffing envelopes. The goal is to have the letters mailed by 10/31/23. The board unanimously approved the Form 990 (tax report) for 2022. Allison will let Tracey at Long & Barrell know the 990 was approved and that she can file the form with the IRS.

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

5. Directors Report:

There were no questions concerning the director's report.

Maria reported four new staff members were hired and a training session was scheduled for 9/9/23.

She said we did receive sponsorship with Target, \$200 to support our Wellness program this fall.

An Imagination Station program will now be offered at the Green Valley Elementary School.

All system libraries will be offering wireless printing via software called Princh. IT installed the software at the Wernersville Public Library, and provided a demonstration. A press release will be issued when the program has been installed at all libraries.

Our fall program schedule has been submitted to be added to the Wernersville Municipal Newsletter.

6. Friends Report:

Maria attended the Friends meeting today. She said there was discussion regarding the upcoming Boscov's "Friends Helping Friends" on October 18th, and asked for board members to purchase and help sell the \$5 tickets.

They also spoke about the library book sale 10/11-14 (pre-sale 10/10) and asked for volunteers to sign up to work at the sale.

Their usual Friendly's fundraiser is on hold due to Friendly's probable closure.

They discussed selling several valuable books, as well as selling a storage unit.

7. Old Business:

- a. SALSA – The application was filed.
- b. Budget for 2024 - Maria and Allison began working on this and are off to a good start.
- c. Strategic Plan/Goals and Objectives 2023-2026 – The board will review converting the old format to a new one, and plan to take a vote at the October meeting.

8. New Business:

- a. Maria's medical leave – Maria said she will need a medical leave beginning 12/22/23 and lasting approximately 4-6 weeks.
- b. Fundraising – We are looking forward to have some new fund raising ideas for next year. There was discussion regarding the annual fund drive through mailing as well as on line. The goal is to have the letters out by October 31st.

9. Adjournment:

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

The next board meeting will be October 10, 2023.

10. Executive Session:

Becky and Maria were excused and an executive session began at 8:01 PM. The meeting was called to discuss personnel. The executive session was adjourned at 8:30 PM.

Prepared and submitted by Sharon Melson