

**Wernersville Public Library**  
**Board of Trustees Meeting Minutes**  
**November 8, 2022**

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

In Attendance: Kristi Brant, Sharon Melson, Sandee Nevitt, Allison Plevrakis, Deb Scull, Leigh-Anne Yacovelli

The meeting was called to order by Kristi at 7:08 PM

**1. Public Portion:**

There were no guests.

**2. Approval of Minutes:**

There were no corrections or additions to the minutes of October 11, 2022.

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

**3. Treasurer's Report:**

Allison reported that the 2<sup>nd</sup> and final installment from Wernersville was received. Additionally, the 2<sup>nd</sup> installment from Lower Heidelberg was received. South Heidelberg still owes a final payment of \$9,579. The library is starting to see donations in response to the annual fund drive mailers sent out in October.

Allison presented the October 2022 P&L Budget performance report. She noted that on the 3<sup>rd</sup> page the checking account balance at M&T is \$38,200.56 at 10/31/22. The library has budgeted a \$21,045 transfer from Merrill Lynch for 2022 which hasn't been completed yet. Allison will check in with Leigh-Anne in December to see if we need to transfer the entire amount. Currently the YTD actual income of \$163.4k is \$40.3k short of the annual budgeted amount. The following categories contribute to the shortfall: \$9.6k from SH, \$10k from donations and \$21k transfer from ML.

Leigh-Anne noted that line 40123 - Misc income has an entry of \$1,569 that was related to a refund to an unemployment matter. This amount will be moved to 50139 – benefits, and will offset the expense that was originally recorded in this category.

Leigh-Anne presented the draft 2023 budget to the board. The 2022 approved budget amount was \$202,900. The draft 2023 budget amount is \$211,020, which is a 4% increase. The board discussed making a new line item, Restricted Donations - Friends, to replace 40118 Friends of the Library. Going forward the friends will be allocating the use of their funds. We need to classify their contributions as restricted. The board will wait to approve the 2023 budget until our January meeting.

Kristi requested approval of the October financials and acceptance of the treasurer's report. A motion to accept the report was made by Sandee, seconded by Deb. The motion was unanimously approved.

#### **4. Director's Report:**

There were no questions concerning the Director's report. However, Leigh-Anne did highlight an event on 12/13/2022 at 6 PM at the Wernersville Public Library to meet Teresa Messineo, author of What We May Become. Fliers will be distributed closer to the event.

#### **5. Friend's Report:**

Bosco's fundraiser this year was less successful than last. \$270.00 was received. \$1,976.00 was received from the fall book sale this year. The proceeds from Friendly's was \$171.00.

Material to recover the furniture has been purchased. The upholsterer will be in touch.

There is no meeting planned for December.

#### **6. Old Business:**

- a. Kristi attended the October Board meeting of South Heidelberg and thanked them for their support.
- b. Greg was unable to attend the board meeting tonight so there is no update on the security cameras.
- c. Leigh-Anne reported approximately 280 annual library fund drive letters have been mailed.
- d. After a brief discussion of the new revised Wernersville Public Library Strategic Plan 2022-2024, with a minor edit on page 7, a motion was made to accept it by Kristi, seconded by Allison. The motion was unanimously approved.

## **7. New Business:**

- a. It was decided voting on the officers for 2023 will be done electronically. The slate of officers to be voted on remains as presented at the October meeting with one change. If the bylaws allow for both a recording and a corresponding secretary, the slate will include Deb Scull as corresponding secretary.
- b. The board of trustees agreed to continue meeting on the second Tuesday each month at 7 PM in 2023.
- c. Leigh-Anne informed the board of dates for holiday closing. After a brief discussion, the board agreed that Leigh-Anne should determine the days and appropriate early closing times for 2023.

## **8. Other:**

- a. BCPL Board Meeting – Greg will attend this meeting on Wednesday, November 16, 2022.
- b. Leigh-Anne stated that the MOMS CLUB of Sinking Spring will begin meeting at the library starting this Thursday at 10 AM.
- c. The board expressed appreciation for the many years of service, hard work and accomplishments provided by Sandee Nevitt as a member of the library board.

## **9. Adjournment:**

- a. At 8:18 PM a motion was made by Allison, seconded by Sharon to adjourn the meeting. The motion was unanimously approved.
- b. The next meeting will be January 10, 2023 at 7 PM.

Prepared and submitted by Sharon Melson

