

Wernersville Public Library
Board of Trustees Meeting Minutes
January 11, 2022

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

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

Absent: Greg Mazurek

Meeting called to order: 7:02 PM

- 1. Public Portion:** No guests
- 2. Voted to accept new board member:** Susan Sorrentino - Sandee first, Deb second; the vote to approve was unanimous.
- 3. Approval of Minutes:** Deb motioned to accept the minutes from November 9, 2021, Sharon seconded; the minutes were approved unanimously.
- 4. Recording of Email Votes:**
 - a. On 12/02/2021, the board voted unanimously by email to keep the \$1,000,000.00 insurance coverage as is.
 - b. On 12/15/21, the board unanimously approved by email the 2022 holiday closing dates for the library.
- 5. Treasurer's Report:**

Allison reported since September is a busy month, Merrill-Lynch was scheduled for 7PM at our May meeting.

She mentioned that the Lower Heidelberg supervisors approved only \$2.50 per capita in funding. The final 2022 library budget is now \$202,990.00, which is lower than the November draft amount. Leigh-Anne said this amount is OK at present, but it may be necessary to take money from programs, Hoopla and program expenses in the future.

Kristi called for a motion to approve the 2022 budget. Susan made a motion to approve, with a second by Allison. The vote to approve was unanimous.

A vote was taken to approve November financials. Sandee moved to approve, with a second by Kristi. The vote to approve was unanimous.

Allison reported \$84,000 was transferred from the operating account to the investment account earlier in 2021.

6. Director's Report:

Leigh-Anne has not been able to complete the sales tax form but will be doing so in the near future.

She would like to buy some furniture.

The new copier is here and great. The contract is for 5 years at \$120 per month, which includes total service and toner.

The TV monitor is up but library information will be displayed in February. The old 3-D printer is gone. The other one is being worked on and by summer a 3-D printer should be available.

The security cameras are not in. Greg is still looking into this. Leigh-Anne said maybe the cost can come from a grant or under the subject of children programming.

7. Friends Report:

Leigh-Anne reported that she, Allison and Sandee renewed their memberships with the Friends, and would like to have additional board members join. The Friends are still discussing signs, getting price quotes and looking into grants for purchase. The next book sale will either be May 10-14 or 17-21. The subject of sales tax was mentioned but not resolved. Since they are a separate entity, it is up to them. They asked for a wish list of the library so a new computer for the kids was suggested.

8. Old Business:

Leigh-Anne provided an update about South Heidelberg regarding the possibility of a satellite branch. Apparently, they are less far in the process and will reach out when ready to have a conversation. Kristi would like to ask them to keep the board in the loop regarding this.

Kristi asked for an update about Parks and Recreation activities in Lower Heidelberg. Deb said currently there is no one on that committee.

Leigh-Anne reported it was her understanding that either Amy or Stephanie can speak to Supervisor Paul Prutzman about the funding formula in the near future. It was suggested he be invited to the library to learn about the operations. He seems to be very supportive of the library.

9. New Business:

The board performed the annual review of the library mission statement. It was approved without changes.

Leigh-Anne said the board by-laws need to be updated and should not be put off much longer. Kristi and Leigh-Anne will review and make recommendations at the next meeting.

Leigh-Anne stated masks are still worn by all staff and patrons, however, she did ask for direction from the board as to whether or not masks should be worn by those participating in yoga exercises. The board agreed that masks did not have to be worn during yoga.

A request will be made for additional signs for the Family Meal PopUp for the library.

The board agreed to adopt the Policy Audit check list.

10. BCPL Board Meeting Attendees:

Wednesday February 16 – Kristi Brant

Wednesday May 18 – Sandee Neavitt

Wednesday August 17 – Deborah Scull

Wednesday November 16 – Greg Mazurek

At 8:20PM a motion was made by Sandee, seconded by Deb for the meeting to be adjourned. The board unanimously approved the motion.

The next meeting will be held on February 8, 2022.

Prepared and submitted by Sharon Melson