

Womelsdorf Library Board of Trustees Meeting

Tuesday, June 28, 2022 6:30pm

In Attendance: Sarah Sechrist (Board President), Danell Schoemaker, Trista Hershey, Debbie Worrell, John, Fraunfelter, Diane Schwab-Sullivan,, Connie Keller, Sarah Bair (Library Director)

- I. **Call to Order @ 6:12 PM**
- II. **Check In & Welcome Guests and Friends**
 - a. Connie Keller (Borough)
 - b. Members shared how they're feeling to prepare for meeting
- III. **Approval of May Minutes**

Trista Hershey moved to approve and Diane Schwab 2nd
- IV. **Good News/Brag Moments**
 - a. Director reported we were in The Merchandiser for 5/25
 - b. Summer Quest is going well with pre-COVID numbers
 - c. Having new drop box is going well
- V. **Correspondence**
 - a. No correspondence, but will be working from new donor list
 - b. Banner taken by John Paul Bedding or month of November
- VI. **Open Forum for Guests and Friends**
 - a. Nothing presented
- VII. **Director's Report**
 - a. Increase in circulation with door count jumping in numbers and starting to count child computer usage
 - b. Upcoming Events: Yocum 7/14, Linda Ruth 7/15, Kona Ice/Princess Elsa 7/20, Book Club 7/22, Fire & Ice 7/23, Book Sale 7/30
 - c. Updates:
 1. Cleaning through Emericks doing great job
 2. Issues with old service (DBS); won't return keys, continues to send invoices, not returning calls. A call will be made to explain the safety issues of still maintaining keys and indicate legal issues that could occur.
 - d. Borough maintenance; step needs fixed and heating remaining on in children's section must be fixed. Borough had indicated that steps would be done in summer.
 - e. Next Staff meeting – July 6th
 - f. Systems Update – PaLA Conference in October, Sarah B. attending
 - g. Personal - received additional training through Becky Wanamaker
 - h. New Director training offered virtually
 - i. Director contact info. update
- VIII. **Summer Mailer Update**
 - a. Concern about not everyone getting mailer; sent out 6/10
 - b. Received \$1,060 to date
- IX. **Review and approval of May Financials**
 - a. Sarah and Trista began financial review to submit; package submitted, but realized how we must track a specific donation must be donated for that specific item. Donor specific donations previously donated will be purchased (approximately three donations).
 - b. UGI bill sent notice of increase to be considered for next year's budget

- c. January – May financial review: Fire & Ice income \$300, but now \$1,000 for sponsor money
- d. Payroll – over; hope to even out with summer hours adjustment approval through Systems
- e. Motion to approve by Danell Schoemaker and Diane Schwab 2nd

X.

2022 Fire & Ice Update

- a. Need volunteers; discussion on library staff willing to volunteer at event
- b. 3 Professional, 5 amateur , 7 ice-cream, 26 completed raffles to date
- c. Need more ice-cream cups
- d. Connie Keller is donating dressing cups for chili
- e. Need heating sternos
- f. LJ's will be sponsoring Fire & Ice advertising on billboard on 422

XI.

Future fundraising Ides for Summer/Fall

- a. Boyers – sub tickets
- b. Combined library fundraiser
- c. Carolyn Edwards – yard sale idea
- d. Continued basket raffles

XII. Meeting Adjourned @ 7:45 PM motioned Danell Schoemaker and Diane Schwab-Sullivan 2nd
Next meeting Tuesday 9/27/22