

Board of Directors Meeting Notes

Date	October 9, 2024
Participants	Alia Emery, Marissa Loeb, Chris Thomas, Stephanie Jacobs, Sharon Wilson, Keith Martin, Dan Gassert, Marianne Potts, Lisa Absent: Jay Melvin Guest:
Agenda Items:	Call to order 7:11 pm
Opening Motions	No public comment Keith Motioned to accept the September minutes; Steph 2nd; the motion passed unanimously
Trustee Reports:	Nothing at this time
Treasurer's Report	<p>Steph-overall all looks on track; Hoopla high, need to track and revisit. Friends may cover overage. On target to hit budget; township money starting to come in</p> <p>Budget committee</p> <ul style="list-style-type: none"> ● \$166,000 roughly operating budget for 2025, largest part from State; then local and County with funding formula ● Friends provide \$15,000 annually ● Mail Fund ● Gifts/Donations/copies/hotspots ● Add Board and Staff fundraising to income ● Supplies-must spend 12% on materials for check out-does include Hoopla ● Building-large expense, maintenance costs up ● Credit card fees-library has absorbed fees, will keep \$5.00 minimum and pass fee on going forward? ● telephone-T-Mobile linked in w/ hotspots ● Salaries/benefits greatest expense- cost of living & industry norms taken into account; proposed new hourly rates: \$9.15, \$10.25, \$11.00, \$14.00 and 1 week of sick pay,

	<p>\$19.50 w/ stipend for insurance and 3 weeks vacation, substitutes not getting raises; proposed total \$100,652.76</p> <ul style="list-style-type: none"> • 2024 has budget surplus, 2025 also projected to have surplus of over \$2,000.00 <p>Board moved into Executive Session, out of Executive Session 8:15pm</p> <p>Lisa motioned to approve September Treasurer's report; Keith 2nd; motion passed unanimously</p> <p>Keith motioned to defer approval of the 2025 budget; 2nd by Dan; the motion passed unanimously</p>
<p>Director's Report</p>	<p>Programs</p> <ul style="list-style-type: none"> • Snack cart in need of chips/candy bars <p>Fundraising</p> <ul style="list-style-type: none"> • Fund drive printed & delivered, postage increase <p>Friends</p> <ul style="list-style-type: none"> • Oct. 15 next meeting <p>Operations</p> <ul style="list-style-type: none"> • Trunk or Treat at school possible, waiting to hear • McKenna: November return, can she still do some work from home still? Yes, employees can cover <p>Upcoming Events-</p> <p>Breakfast w/ Grinch planning underway, Dec. 7th</p> <p>Circulation- normal</p> <p>Hoopla- slightly higher, but within norms</p>

	<p>Staff Development Day-May 2nd closure Steph Motioned to approve closure for training; Keith 2nd; the motion passed unanimously</p>
Friends Report	<p>book sale- sandwich sale-</p>
County Library System	<p>No report at this time; Wyomissing would like to enter into a sharing agreement outside of the County system</p>
Policy Review Committee	<p>Updated policies</p> <ul style="list-style-type: none"> ● Child Abuse Reporting procedures-staff and patron procedures now listed separately in policy <p>Lisa motioned to approve policy amendment; Keith 2nd; motion passed unanimously</p>
Development Committee	<p>Music bingo</p> <ul style="list-style-type: none"> ● Overall positive response ● 89 tickets sold ● Expand for next year ● Rearrange some for next year for sound and space ● Schedule for next year ● Thank yous in process ● Doors open time on ticket
Buildings & Grounds	<p>No report at this time</p>
Director Review Committee	<p>No report at this time</p>
Other Business	
	<p>motioned to adjourn meeting, 2nd by Keith.; motion passed unanimously, adjourned at 8:52 pm.</p>
Action Items	<ul style="list-style-type: none"> ● Donations for snack cart ● Breakfast w/ the Grinch

Next Board Meeting

Next meeting will be on **Wednesday, November 13, 2024** at 7:00pm.