

**North Wales Area Library Board Meeting**  
**Approved minutes from June 26, 2024**

**Present:** President Suzan Leonard, Vice President Jackie Oberholtzer, Secretary Pam Wilson, Lisa Loffredo, Joye Bramble, Scott Cunningham, Jen DiMario, Jocelyn Tenney, Pam Gallagher, Stephen Simchak Library Director Jennifer Koch

**Absent:** Pam Wilson, Tanya Bamford

The meeting was called to order at 6:39 PM.

May 2024 Minutes – approved

Introductions were made. Lisa Loffredo- Bookkeeper. Guest- Virginia Frantz from Montgomery County Foundation, Inc.

**Guest Speaker,** Virginia Frantz discussed the MC Foundation, Inc. endowment funds, annual distributions, agency endowment funds (committee driven funds), how these type funds work and NWAL options. The current fund is under *Kurt Fields* name and cannot be changed since he funded it. Virginia made suggestions on how to grow the fund and how to set up another fund that might give the library more flexibility.

**Financial Report/Lisa:** Board approved to remove Jayne Blackledge from the KeyBank account and add Jennifer Koch, Library Director. Motion 1: Pamela Gallagher, Motion 2: Jocelyn Tinney. Discussion and approval. There was further discussion on a signatory for the Chase Credit Card. It was decided to table until Lisa, Jennifer and Hailey meet to discuss options for the non-profit credit card opportunity and what might be the best option for the library. Lisa, Jennifer, and Hailey will meet and provide feedback at the July meeting.

A brief financial review was made in Hailey’s absence. We will have a more thorough review at the July meeting. Balances:

Savings	\$26,151
Checking	\$221,995
Key Credit Card	\$5,573

Suzan suggested a review of the balances. Look into a Mooney Market for the Checking Balance to earn more interest.

AV fund campaign - \$2,159 so far.

The Board approved to move forward with the “Give Butter” CRM platform. Motion 1: Joye Bramble, Motion 2: Jackie Oberholtzer. Discussion and approval.

**Events:**

- August 16, 2024 - 6:30 PM - Teen Volunteer Dinner-
- August 23, 2024 – End of Summer Blow Out is planned for Upper Gwynedd Amphitheater. Jennifer discussed the details.
- Fall Ghost Tour- No date scheduled
- September 28, 2024 – NW Community Day- Need Board volunteers
- October 19, 2024 – Montgomery Township Autumn Fest – reserved table

**Facilities Committee/Joye:**

- HVAC Report
- Blueprints were secured and stored in the Maintenance Room.
- The carpet cleaning went well.
- Suggest stripping and waxing solid surface in the bathrooms, kitchen, etc.
- Heavy metal tables removed.
- Closets cleaned and organized.
- AV proposal discussion and will continue to evaluate.

**Director's Report/Jennifer:**

- Jennifer gave staffing review and proposal. Jennifer gave a handout researching staffing costs, titles, salary, hours, PALA conference costs, holiday schedule, pay schedule. Board approved. Motion 1: Jocelyn Tinney, Motion 2: Suzan Leonard. Approved.
- Jennifer discussed 25K planned giving donation, no restrictions. Plus, a \$1,500 donation.
- Jennifer submitted circulation report and May income report.
- Jennifer noted increased engagement at increased 63% Instagram and 45% Facebook.

**New Business:** none

**Old business:** none

The meeting was adjourned at 9:17 PM.

**Next meeting is Wednesday, July 17, 2024  
Zoom Meeting for all**