

**North Wales Area Library Board Meeting
Approved Minutes from August 28, 2024**

In Attendance: Suzan Leonard, Jackie Oberholtzer, Hailey Nelson, Pam Wilson, Tanya Bamford, Joye Bramble, Scott Cunningham, Jen DiMario, Pam Gallagher, Stephen Simchak, Jocelyn Tenney, Jennifer Koch

There was an executive session 6:30-7:10 PM to discuss issues of personnel.

Regular meeting called to order at 7:12 PM.

Minutes from the July Board meeting approved per motion by Hailey and second by Jackie.

Financial report/Hailey: Financial review for 2023 was wrapped earlier this month. Next year will be an audit, and fees will increase to 10K though there may be wiggle room in that. Review cost 5K. For July, net income position of about \$16,500, ytd \$53,800 due in large part to 51K from Upper Gwynedd Township that came in this month. Total cash position including CDs is about \$291,000. Municipal and state money expected including 10K from Montgomery Township. State funds have been received.

President's Report:

- **Voter registration Day/Jennifer K.:** Voter registration event for adults is scheduled for 9/17 with many activities planned. Representative Liz Hanbidge will read to children, Centennial Prowl jaguar sculpture will be on hand, bookmark contest for age groups, games, decorations, shredded book contest. Hoping to get everyone involved including photos of local officials. Discussion of the appropriateness of posting photos of local politicians given the contentiousness of this election cycle, especially after some officials expressed reluctance. Tanya says encouraging a cautious approach to photo display is Board overreach while others consider Board oversight of potential safety issues to be well within its scope. Decision is made to back-burner photo display for this election season.
- **Endowment discussion/Suzan:** Reminder that all Board members must give \$100 annually. Suzan suggests that money be placed in endowment where it will be matched by the Fields family. Concern that endowment money is not available to deal with expenses but may be offset with increased distribution from endowment. Board members are encouraged to be sure donations are up to date by year end.
- **Referendum/Suzan:** Upper Gwynedd Township is likely target of referendum effort because NWAL is designated as Upper Gwynedd Township library. Tanya says funding issue has the attention of Montgomery Township. Volunteer Medical Service Corps (VMSC) received significantly expanded support from Montgomery Township in last budget so perhaps NWAL will make similar gains. Stephen makes motion to hire consultant to investigate referendum process. Unanimous approval to hire referendum consultant. Perhaps a library name change would gain additional attention/money.

- **Logo/Suzan:** Tanya moves that efforts to change the library logo be tabled for now because it may come up in referendum/strategic discussions. Pam G. seconds. Motion carries.

Events:

- Team Lunch 8/29 at 11 AM. Board members are not required to attend.
- NW Community Day 9/28 from 11 AM-4 PM. Joye, Jen D., Robin and Erin will help. NWAL display will include raffle baskets, maybe bookmarks. Would be good if Friends rep was there. Hope to borrow Tanya's tent. Set-up is 10 AM-ish. Event is usually very well attended.
- Montgomery Township Autumn Festival is October 19 at Windlestrae Park on Kenas Road. Library presentation TBD. Jackie, Jennifer K., Robin and Erin will help.
- Holiday Market/Jackie and Stephen: Twenty-four vendors are signed up so event is at full capacity with thirteen vendors on waiting list. Setup will be Friday, November 1. Donations requested for raffle baskets.
- Taste: Pam G. proposes Thursday, April 10, 2025 for annual Taste of Montgomery County event. Pam will approach St. Rose for contract.
- Fall used book sale/Jocelyn: Date is October 18 and 19, 2024. Ninety boxes of books stowed so far at the Water Authority. Prices will be slightly increased for upcoming sale but children's selections will remain the same price. Hardbacks will be \$3, paperbacks will be \$2, and bag sale will increase from \$5 to \$10.

Facilities/Joye: Disposed of a number of heavy old tables. Joye donated three computer docking stations at about \$300 per. Trying to get funding to replace some of library computer systems and upgrade some software. Hope to get laptops for Erin and Robin. Jennifer K. says money is available to do software upgrade. Ongoing discussion re camera replacements on existing mounts and ethernet connections. Got an estimate to replace carpeting in whole building: about \$55K plus another 5-10K labor to move shelves for installation. HVAC replacement estimate is \$125K. Trying to get donations and grants for funding.

Library Report/Jennifer K.:

- Working on Merck STEM program grant for 100K and for programming in STEM area to start March 2025. 100K includes PT staffing, speakers to make programs possible, literature, aimed at ages 8-18. Career exploration workshops, academic support programs, etc. Stephen says partner agencies will need to be involved for grant to be considered.
- Keystone Grant: Concerns by North Wales Borough re previous participation when borough ended up paying out of pocket for extras not included in request.
- HARC Grant has been submitted. History/Archival grant. Partnered with North Wales Borough. If awarded, will add Past Perfect to computers to access archival material.
- Applied for third quarter round of WalMart Spark program, TBA October.
- Upped fine collection efforts. Over 60 phonecalls/e-mails has resulted in more paid fines.
- Outlined plans for 2025 including events, capital campaign. Adult programming 9/12 will feature Mitzvah Circle speaker.
- Updated team handbook is available for review.

New Business: Jennifer has hired Nicole for 18 hours a week at \$15 an hour following departure of PHEAA student Ethan, and shift to volunteer status by staffers Lisa and Vicki. Money is offset by formerly paid employees becoming volunteers. Suzan asked that Board be notified when future hirings are being considered.

New Business: Pam G. suggests timekeeper at meetings. Suzan says she will try to keep meetings to 90 minutes.

Pam G. makes motion to adjourn. Hailey seconded. Meeting is adjourned.

Next NWAL Board meeting is Wednesday, September 25th at 6:30 PM.