

MAY 2025 North Wales Library Board Meeting
Approved Minutes

Present: Suzan Leonard, Jackie Oberholtzer, Hailey Nelson, Pam Wilson, Tanya Bamford, Joye Bramble, Jen DiMario, Pam Gallagher, Regina Powell, Jocelyn Tenney, John from Friends of the Library

Meeting was called to order at 6:35 PM.

Approval of Minutes: April minutes approved after motion by Tanya and second by Jocelyn.

President's Report:

- **AI Notetaking:** Continuing concern about AI notetaking despite efforts to limit it. Exercise caution when initiating AI notetaking to avoid transcription of private conversations prior to meetings.
- **Staff Recognition:** Jennifer K. is absent from tonight's meeting so her one-year anniversary will be observed at next Board meeting. Hope to have employment contract ready for review at next meeting.
- **Board Vacancy:** Hope to learn of interested candidates for the position vacated by Stephen Simchak.
- **Patron complaint:** Video of original incident is not available. Patron continues to pursue complaint. A response will be drafted.

Facilities/Joye:

- RFP went to five companies, four provided quotes. Needed three for grant. Reviewed last week. Two had good list of deliverables. Requested clarifying info and now giving time for responses. Both proposals well below 132K grant figure. Final recommendation from Facilities Committee yet to come. Looking at potential start in September so that AC is not offline during hottest weather.
- Also received Buttonwood Company quote for painting library. 30K broken down by different areas.
- Already replaced one hot water heater with easy access from community room. Second one is in ceiling above janitor's closet and is also likely to fail soon. Proactive replacement being sought, with move to a more accessible location. HVAC company hired for grant work will likely be able to do replacement.
- Getting quote from Keystone to inspect fire system.
- Considering architectural consultation to look at library expansion options. The only place to expand the parking lot is the back where an expensive retaining wall would

be needed, or near the pavilion. Parking will be an issue with any expansion. Jocelyn asked about enclosing the pavilion. Assessment will likely be done next month.

- Many thanks to Joye and the Facilities Committee for so much fine and detailed work.

Financial Report/Hailey: Broke even in April. Most Taste money collected but still some coming in May. Cash position with accounts, MM's, and CDs amounts to \$239,031.63 not including 100K grant yet to come.

Events:

- Used Book Sale/Jocelyn: earned close to 4K. Special thanks to Kay Bennett and Janice Meeks. Also thanks to North Wales Water Authority for ongoing help managing book donations. Great advertising this year thanks to Jen K.
- Friends Meeting is set for June 10
- Library will be closed for Juneteenth federal holiday
- Game Night Gala set for June 27
- Summer family kick off party set for June 20
- North Wales Day set for September 27
- Farm to Table Gala set for September 18

Library Report: Submitted by Jennifer K.

- Hoagie Sale: Close to 130 hoagies (\$10 each) sold generating \$1,400 income thanks to additional donations. November sale will offer vegetarian hoagie.
- Dine and Donate: Metropolitan Dine and Donate fundraiser brought in \$468.
- Director's year-in-review and job description/goals included in meeting packet

New Business:

- No income from appeals yet this year. Hope to initiate another campaign. Roots and Wings campaign is ongoing.
- Need for more space: see facilities discussion
- Suzan suggests inviting township supervisors/commissioners to a tea at the library. Timing should go hand-in-hand with municipal budget discussions, possibly September 9th?

Adjournment: Meeting adjourned at 8:24 PM per motion by Jackie, second by Pam G.

The next NWAL Board Meeting is scheduled for Wednesday, June 25, 2025 at 6:30 PM.