

**OCT 2025 North Wales Area Library Board Meeting**  
**Approved Minutes**

Present: Suzan Leonard, Hailey Nelson, Pam Wilson, Tanya Bamford, Joye Bramble, Jen DiMario, Jeffery Ferguson, Pam Gallagher, Megan Joung, Jackie Oberholtzer, Regina Powell, Jocelyn Tenney

Absent: Jennifer Koch (at library conference)

Meeting was called to order at 6:30 PM on Wednesday, October 22.

**Approval of Minutes:** Minutes from September NWAL Board meeting approved per motion by Jocelyn and second by Megan.

**Financial Report/Hailey:** Expenses exceeded income for September. YTD net income/(loss) position after excluding two large grants is \$17,314.97. Still awaiting Montgomery Township money. Current projection shows about 40K budget deficit. A review of recent appeals is requested. Total cash position of \$453,559.74, about 200K of which is related to the two large grants.

**Facilities/Joye:** Still awaiting arrival of one more heat pump for HVAC project. Installation date yet to be determined. Joye provided tradesperson emergency contact information to all Board members.

**Book Sale/Jocelyn:** Thank you to all volunteers. No total yet but will be over 2K. Still a huge surplus of books (50 boxes at NWWA and 40 at NWAL) due to two estate donations, other large donations, and children's section weeding. Also, Upper Gwynedd and Montgomery Township fall festivals were on same dates so might have impacted attendance.

**Presidents Report/Suzan:**

- Strategic Plan: Would likely need facilitator, possibly a county advisor. Previous five-year strategic plan should be located and reviewed. Board members should consider time to meet (evening preferred, maybe in January).
- Appeal letter and sponsorship flyer: Tanya provided feedback on content and composition of appeal letter and corporate sponsorship letter. Tanya will review with Jennifer K.
- Meet and greet with local elected representatives: Event should be held at the library, preferably in January, a weekday from 5:30 to 7 PM, for all townships serviced by NWAL. Suzan will explore dates with JK.

- Pop-up tent (10'x10') needed to anchor NWAL presence at local festivals. Hope to have more volunteer participation from Friends group.
- Storage space is needed. Jennifer's Director's report notes that a storage unit has been rented for six months. Board is curious about decision to rent, cost of rental, and materials being stored. (More discussion on this occurs later in the meeting.)
- Events:
  - Holiday Marketplace on 11/1 from 10:30 AM-3 PM at North Wales Arts and Cultural Center. Volunteers needed. Requesting gift cards to add to raffle items donated by vendors.
  - Dine and Donate at Bonefish Grill scheduled for November 12.

#### **Library Report:**

- Hope to send out annual campaign letters and corporate sponsorship letters very soon.
- Reviewing four different quotes for children/teens renovation work. Will be deciding within next two weeks.
- Jennifer K. joined the meeting at 7:56 PM and explained storage rental. Rented climate-controlled 5x5' storage unit for six months at a cost under the \$500 threshold for expenditures requiring Board approval. Storage space will allow for temporary clearing of items from storage closets and community space. Board feedback included the idea that all contracts should be subject to Board review before signing.
- Tanya and Jennifer K. will review appeal materials in anticipation of end-of-year rollout.
- Jennifer K. would like to hold non-profit chili cookoff fundraiser at library on January 31, 2026.
- Jennifer would like to schedule a date for next year's Gala and is open to finding a closer venue.
- NPSD art installation is moved to December.
- Water bottle fill station will be installed starting on 11/3.
- Thoughtful Thursday will feature two sessions tomorrow: Salem Witch Trials via Zoom and Joy of Sox, both at 6:30 PM. Board members are encouraged to attend.

**New business:** Pam G. visited new North Wales Community Center and has determined it is not big enough for Taste event. Will check with St. Rose for availability on April 9.

Megan's husband works at Merck and hopes to organize fundraiser for NWAL. They are also looking for volunteer opportunities.

**Old Business:** none

Meeting was adjourned at 8:30 PM per motion by Jackie, second by Jocelyn.

**Next meeting date is scheduled for Wednesday, November 19<sup>th</sup>.**

**December meeting is scheduled for December 17<sup>th</sup>.**