

North Wales Area Library Board meeting minutes  
February 28, 2024

Present: Suzan Leonard, Jackie Oberholtzer, Hailey Nelson, Pam Wilson, Tanya Bamford, Jen Dimario, Pam Gallagher, Stephen Simchak, Jocelyn Tenney, Jayne Blackledge

Absent: Joye Bramble, Scott Cunningham

Prior to the regular meeting, an executive session was held to discuss Gala business.

Regular meeting was convened at 6:42 PM.

January meeting minutes approved per motion by Pam G. and second by Jocelyn.

Financial Report/Hailey: Expenses exceeded income by about 4K but still collecting year-end appeals. \$232,564 total cash position, ahead of where we were this time last year. Received state budget funds in February. Still no timing for receiving employee retention credit funds due to IRS processing delay. Expecting about 40K that is already included in budget.

President's report/Suzan:

- Indeed/Tanya: Indeed account is set up. Job description is in draft form. More details needed. Should be ready for final review soon. Sue suggests exploring cost of providing healthcare benefit.
- Board appointments/Suzan: Upper Gwynedd township and North Wales borough representatives (Jen and Jocelyn) approved.
- Meeting dates/Suzan: November and December 2024 meeting dates rescheduled due to holiday conflicts. New meeting dates are November 20<sup>th</sup> and December 18<sup>th</sup>. Next Board meeting is scheduled for March 27<sup>th</sup>.

Programs for older adults/Jocelyn: Jocelyn has a list of neat programs but suggests we wait until we have a new director to coordinate various aspects.

Events:

- Gala: 111 tickets sold so far. Final count expected to be 120 but there is no cap on ticket sales. Garden Club will do centerpieces. Music is lined up. Menu has been selected. Speakers are lined up, proclamation will be made. Expecting it to be a great event. Hope to have program brochure. Pam G. can see to printing. Tanya says congratulatory ads are incoming. She will continue to solicit. Seating arrangement to come. Event proceeds will go into a children's fund previously created by Joye in Jayne's honor. Jayne says that sounds perfect, for special projects. Pam G. motioned that gala profits be designated for Blackledge Children's Fund. Pam W. seconded. Unanimous approval. Jayne will also be honored by Upper Gwynedd township on Monday, March 11 at 7 PM. Board members are encouraged to attend.
- Elvis: Another performance by Elvis tribute artist Jeff Krick is scheduled for Friday, April 26 at 7 PM. Library patron Nancy Kulp will sponsor. Tickets are \$25. Proceeds will go toward library operating budget.

- Spring Used Book sale: Thanks to Kay who packs up donated books. About 100 boxes are being stored at the North Wales Water Authority. Sale is Friday and Saturday, May 17 and 18, 8 am to 3 pm.
- Other Donations: Jayne was contacted by Little's Ice Cream regarding NWAL receiving proceeds from Little Library donations. More details to come.
- Taste/Jackie: Pam G. and Jackie are co-chairing the event. Committee meets weekly. Facility is confirmed, proper paperwork completed including insurance certificate, eight vendors signed on so far, collecting raffle basket items. Basket wrapping will take place on 4/6 at the library. Street banner will be displayed on Main Street beginning 3/18. North Wales Borough is waiving fee to hang and display banner. Local printer will sponsor and design banner. Publicity is underway. More lawn signs will be purchased, 10 for \$122. Store window signs distributed to Board members tonight. Ticket sales have started slowly but expected to pick up next month. Sponsorships total about 14K. Joye, Pam G., Jocelyn and Jackie continue to reach out to potential sponsors. Each board member is being asked to donate a basket or items to add to another basket before 4/6. Stephen says there will be plenty of volunteers for the event. Pam W. and Jocelyn will shuttle raffle baskets from NWAL to St. Rose. Extra parking will be available at North Wales Elementary School.

Facilities Committee: Jayne says order has been placed for new lighting. Committee will meet again early March.

#### Library report/Jayne:

- Received 9K from Upper Gwynedd for attraction passes. Money has been coming in nicely for events and programs. A group of high school students meets at library to explore Python computer language. They found an individual sponsor who provided 2K for continuing technology education.
- Annual report: Jayne and Hailey are working on it. Report is due in March.
- Board members are asked to sign conflict of interest forms as they are passed around this evening. Also, as part of state report, need info on endowment. Jayne thinks endowment person should meet with the Foundation representative so that all are clear on the parameters of the fund.
- Library is very busy. Usage is way up, calendar is jammed.
- Friends: Confirmed hoagie sale the Saturday of the book sale, \$10 each. Friends will help with the book sale, Taste, Elvis.
- Appeal was very successful. \$9,980 in December. Keep in mind that e-appeals have almost no cost to Library.

#### New business:

- Jayne attended Montgomery County library director's meeting. \$2500 device demonstrated re translation education. Not a huge demand and North Wales does well with Google Translate. Something to possibly consider at some point in the future. State requirements will be redone. One item is making sure libraries meet state standards for open library hours. NWAL is already in compliance.
- Lansdale Library is talking about renovation project, focusing on children's section.

- Venmo/Hailey: Library finally has a Venmo account, an official charity account. It will provide another payment option to use at Taste. Also, Library will need its own cell phone for this type of business since it currently runs through Jayne's phone. Hailey also has access, and Jackie will get access in time for Taste.

There was no old business.

The meeting adjourned at 7:53 PM.

**The next meeting of the NWAL Board is scheduled for Wednesday, March 27<sup>th</sup> at 6:30 PM.**