

**North Wales Area Library Board Meeting Approved Minutes  
February 26, 2025**

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

Absent: Pam Gallagher

The meeting was called to order at 6:32 PM.

January 2025 minutes approved per motion by Jocelyn and second by Jackie.

Financial report/Hailey: Just about broke about even for January with small loss of about 1K. PA state funding money of \$33,500 received in January. There were some large expenses in January including a deposit of 7K for Fall gala, 10K on new computers, and 10K to put into endowment fund. Total cash position (including CDs) is about 277K.

President's report/Suzan:

- Banking: Ambler Savings Bank would like to handle NWAL banking. Library has long history with Univest. Jennifer's primary reason for talking to Ambler was in seeking bank that offered high interest accounts. Comparing the two, Ambler offers 2% for minimum balance of 200K while Univest is 2.5% with minimum of 25K. May be possible to work with both. There is a 6K account with Key Bank that may be moved. For future discussion.
- Board Interviews: Postponed for tonight. May be rescheduled for March meeting.
- Amendment to by-laws to formalize Board structure: Tanya moves to amend bylaws from ten directors to eleven directors. Joye seconds. Measure is approved.
- Friends of the Library group needs more help. There are currently four members but only three are participating. How to increase participation in the Friends group? Review of Friends bylaws may provide path to enhanced participation.
- Moving 25K checking account to Univest money market account plus another 26K from existing saving account for total of 51K. Also, another 10K CD maturing this week. Rolling over again with rate Hailey will confirm.

Events:

- Taste of Montgomery County: Nine vendors so far. Would like more Board help reaching out to local businesses for vendors and sponsorships. Each Board member should donate a raffle basket. Please let Jackie or Hailey know your basket theme plus approximate value. Jennifer K. suggests a wheelbarrow or cooler full of cheer for silent auction. Board members will contribute a bottle or two of liquor/spirits for the collection and also contribute individual themed baskets. Wine vendor has asked to sell packaged product at event using EXPO license. If permitted, Board is in favor.
- Anti-Valentine's Trivia Night: Ticket sales/sponsorships/raffle money totaled \$1212.42. Another Disney-themed trivia/karaoke event planned for June.
- Love Your Library/Amazon Wish List: Still two more days left. People are donating generously.

- Retro Game Night scheduled for March 5.
- Blood Drive, 3/20
- Library Giving Day, 4/1. National Day of Giving to Library so probably a link to Roots and Wings campaign.

Facilities/Joye:

- IT systems/phone upgrade is in progress. Switching over to Verizon. Cost of phones donated so should result in reduction of phone bills. Thank you to Drew for guidance on upgrade of system and managed costs. Regarding facility end-of-life needs, finally got a quote from IT Landis. PA Dept of Community and Economy development grant was submitted. \$132,000 requested. If grant is awarded, work must go to bid. Beginning to explore painting and new carpet costs.
- Water fill station: North Penn Rotary will donate cost of water fill station. Estimate of \$5,400 was approved. No permits needed per borough.
- Parking discussion: More parking would be good. To expand existing lot would require costly retaining wall.

Library Report/Jennifer:

- Grant applications/requests: VNA in the amount of 15K to fund “wellness without walls” teens/community program; Chester County Erb charitable grant in the amount of 100K to upgrade children’s area; North Penn Rotary/water fountain in the amount of 5K for water fountain/fill station; Dollar General Literacy Fund in the amount of 3K for summer reading program; PA dept of community and economic development in the amount of \$132K For HVAC upgrades/replacements; Montco drug and alcohol prevention mini grant of \$700. Also applied to Merck for 10K Taste grant.
- Previously-banned patron R. Brooks returned to the library and is banned again.
- Team Development Day is scheduled for March 12. Training and enrichment sessions.
- Annual State report is due March 10.
- Pennsylvania Library Association (PaLA) conference will be in Erie in October. Jen K. has applied to present on adult programming.
- Jennifer invites Board to explore federal funding issues at <https://pagov.libguides.com/BLD>
- ICE in the library: response options are limited but issues are being explored.
- Jennifer will be on vacation 3/21-29. Robin will fill in.
- District libraries are discussing universal membership provisions. Suzan asks what if we partnered with Lansdale and other townships under one umbrella/one library system serving the North Penn area.

New Business: none

Old Business: none

Meeting is adjourned at 8:16 PM followed by an executive session to discuss matters of personnel.

Meeting is reconvened at 8:34 PM. Jackie moves to increase Erin's salary to 34K to cover new responsibilities as bookkeeper in addition to other duties. Motion is seconded by Joye. Motion carries.

Meeting is adjourned at 8:38 PM per motion by Jackie and second by Joye.

**Next NWAL Board meeting is Wednesday, March 26, 2025 at 6:30 PM.**