

Wenonah Free Public Library  
**Board Meeting Minutes October 6, 2021**

Attendees: Jessica Doheny, Carol Newman, Ellen Hummel, Linda Helmbrecht, Anne Zuber. Deb Cline arrived at 7:24 p.m. Absent: Michelle Contarino, Kristine Height

J. Doheny opened the meeting at 7:09 p.m. at which time the Open Public Meeting Notice was read: *In compliance with the Open Public Meetings Act of the State of New Jersey, notification of this meeting has been sent to The South Jersey Times, and posted on our webpage and on the bulletin board in the library.*

**Read and approve**

- The Board approved the meeting minutes from the July 7, 2021 meeting (August meeting was cancelled due to member availability, September meeting cancelled due to tornado.) (Motion by L. Helmbrecht/Seconded by C. Newman/All in favor except D. Cline not present.)
- Treasurers report. Bank balances as of October 6, 2021: \$3,773.65 checking and \$29,020.73 savings.
- The Board approved the bills lists for July 2021, August 2021 and September 2021 (Motion by L. Helmbrecht/Seconded by E. Hummel/All in favor, except D. Cline not present.)

**Librarian Report**

July 2021 stats

AF-207 ANF-32 JF-188 JNF-25 Vid-22 Aud-4 eBook/Audio Downloads-64 +JC/ILL 26 Total = 568

EDS – 33 sessions

Hoopla - 7 patrons set up accounts, 29 items borrowed, \$64.17 used in July

Type breakdown for Hoopla – 23 audiobooks, 5 eBooks, 1 movie.

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August 2021 stats

AF-179 ANF-26 JF-199 JNF-30 Vid-15 Aud-0 eBook/Audio Downloads-60 +JC/ILL 19 Total = 528

EDS – 19 sessions

Hoopla - 2 patrons set up accounts, 18 items borrowed, \$39.10 used in August

Type breakdown for Hoopla – 10 audiobooks, 7 eBooks, 1 movie.

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September 2021 stats

AF-182 ANF-15 JF-121 JNF-18 Vid-17 Aud-0 eBook/Audio Downloads-65 +JC/ILL 11 Total = 429

EDS – 33 sessions

Hoopla - 2 patrons set up accounts, 15 items borrowed, \$32.97 used in August

Type breakdown for Hoopla – 5 audiobooks, 6 eBooks, 4 movies.

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**Old Business**

- New AT&T phones and service are activated (OfficeAtHand VoIP service). There were brief service interruptions due to payment issues. Anne is working to correct billing.
- W.B. Steward & Son replaced gas valve on furnace on August 24, 2021.
- Anne has reviewed discards from Wenonah School (paperbacks, audiobook sets, videos and DVDs) for possible addition to WFL.
- Summer Reading Program finale was reasonably well attended. Library has leftover supplies and giveaways from the summer program.
- Anne has requested support from the school to advertise the Furever As Friends reading program. The program coordinator is considering pulling program from Wenonah library due to attendance levels.
- Anne met with Vaughan HVAC on September 13, 2021 to compile estimates for cost of replacing the heating and air conditioning systems for the library strategic plan. No other vendors have submitted estimates yet (WB Steward, Mark Dormann H&A/C (met on August 24, 2021) and J&J Mechanical (met on September 1, 2021),

- D. Cline will obtain another quote for the installation of lighting on the first floor.
- Inside mask requirement reinstated as of August 17<sup>th</sup> due to surge in Covid-19 cases in Gloucester County.

### **New Business**

- Woman’s Club has asked to hold a virtual author event at the library in January. Anne suggested the Train Station/Community Center to accommodate a larger audience. Library could help with advertising.
- Woman’s Club has asked for a “History of the Wenonah Library” presentation to be scheduled for February 11, 2022.
- Staff has begun a purge of “old” books thought to have value and Anne would like to find someone to assign correct value and sell them.
- Anne is investigating Baker & Taylor Sustainable Shelves program to cycle parts of the collection instead of purchasing.
- Anne met with T-Mobile to discuss hotspot services being offered through the Emergency Connectivity Funding Program. T-Mobile would provide equipment to meet the needs of virtual learners, etc., by having the library lend the equipment. Application for funding runs from September 28 through October 13, 2021. Could be useful for outdoor and train station events and for lending to patrons for traveling. This is a month-to-month commitment and costs may be covered by Federal government stimulus grants. Anne will pursue.
- Mike Matalavage surveyed parents about changing story time schedule to Wednesday afternoons. No participants showed up for scheduled story time on September 9 & 16th. September 23 & September 30<sup>th</sup> story time cancelled while reevaluating patron responses.
- Library served as volunteer staging area for Tornado Relief from September 2, through September 7, 2021. Those in need had supplies and helpers available.
- SAT prep program scheduled for November 2 and November 30, 2021. Attendance is limited and masks are required. Gary Christensen will teach the program.
- Honeybees have a hive thought to be between the slate roof and ceiling in the northeast corner of the building and have been entering the building by the hundreds. Anne contacted multiple beekeepers. Stephen Kozachyn, who was recommended by three other beekeepers, quoted \$1,900. Emmons Roofing is scheduled for October 7th to evaluate the roof for repairs following the removal of the bee colony. One windowpane was broken during effort to clear the bees from the building. Ron Zuber repaired it temporarily with plexiglass until we can have the leaded glass repaired. The Board approved the estimate provided by Stephen Kozachyn for bee removal at a cost of \$1,900. (Motion by D. Cline/Seconded by L. Helmbrecht/All in favor.)
- Tornado damage to Story Walk stations was evaluated and repaired. Anne will await clearance from the borough before installing a new story.
- The Board approved the meeting dates for 2022 to be submitted for inclusion in the Borough calendar. First Wednesday of each month: 1/5/22, 2/2/22, 3/2/22, 4/6/22, 5/4/22, 6/1/22, 7/6/22, 8/3/22, 9/7/22, 10/5/22, 11/2/22, 12/7/22. (Motion by D. Cline/Seconded by C. Newman/All in favor.)

J. Doheny adjourned the meeting at 8:11 p.m. (Motion by L. Helmbrecht/seconded by C. Newman/All in favor.)

Next meeting, November 3, 2021.

**2021 Meetings** are as follows: 1/6/21 at 7 pm (Reorganization Meeting), 2/3/21, 3/3/21, 4/7/21, 5/5/21, 6/2/21, 7/7/21, 8/4/21 (cancelled), 9/1/21 (cancelled), 10/6/21, 11/3/21 and 12/1/21, all at 7 p.m.