

Wenonah Free Public Library
Board of Trustees Meeting Minutes March 1, 2023

Attendees: Linda Helmbrecht, Jessica Doheny, Ellen Hummel, Deb Cline, Colleen Johnson, Gary Christensen and Anne Zuber. Absent: Carol Newman. Member of the public present: Alex Pozza

President Linda Helmbrecht called the meeting to order at 7:35 pm 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.*

New Board Member Gary Christensen was sworn in by Mayor Jessica Doheny.

- The Board approved the minutes from the January 2023 Reorganization Meeting (Motion by D. Cline/Seconded by J. Doheny/J. Doheny, L. Helmbrecht, D. Cline in favor. C. Johnson and G. Christensen abstained.
- The Board approved the minutes from February 2023 (Motion by J. Doheny/Seconded by D. Cline/L. Helmbrecht, C. Newman, D. Cline, C. Johnson in favor. J. Doheny and G. Christensen abstained.
- Treasurer's report: Bank balances as of March 1, 2023: checking \$5,871.95 and savings \$31,760.77.
- The Board approved the January 2023 bills list. (Motion by G. Christensen/Seconded by D. Cline/All in favor)
- The Board approved the February 2023 bills list. (Motion by J. Doheny/Seconded by D. Cline/All in favor)

Librarian Report

January 2023 stats: AF-121 ANF-27 JF-102 JNF-29 Vid-17 Aud-0 + JC/ILL borrow-5 lend-17 Total = 318
Overdrive/Libby eBook/Audio Downloads - 78
EDS Total sessions-32, Searches-75, Web Service-138
Hoopla: 3 new patrons, Audiobooks-24, Ebooks-13, Movies-1, Bingepass-1, for a total of 39
Total amount spent in January \$99.61.

February 2023 stats AF-149 ANF-30 JF-132 JNF-48 Vid-6 Aud-4 +JC/ILL borrow-2, lend-18 Total = 389
Overdrive/Libby eBook/Audio Downloads - 63
EDS Total sessions-35, searches-54 Web Service-109
Hoopla 4 new patrons, Audiobooks-32, Ebooks-14, Movies-2, Music-3, TV-1, comics-4 for a total of 56.
Total patrons-66, Total amount spent in February \$127.06. Remaining Balance \$596.73.

Old Business

- Bella Window Shades installed February 20, 2023.
- Emmons Roofing is scheduled for March 13, 2023. They have a \$1,033.00 deposit to apply toward the repair. The minimum charge is \$750.00. Balance to be returned.
- Elementary school students have been invited to make field trips to the library. Sixth grade students visited on February 2nd. Fifth and sixth grade class scheduled for March 24, 2023.
- Improvements to network security from Max Pozza (\$1,377 corrected amount less tax) will begin soon. Equipment has been purchased. New equipment will better track number of people using library network and provides separate networks for library staff and the public. Max also advised on digital products to improve social media presence.
- Scheduling of table refinishing by Ramsey Woodworking (\$2,040) awaiting revised quote to allow for refinishing without curtailing library services. May need two visits to complete the job.
- Quotes for leaded window glass repair requested from Macie Art Glass, Stained Glass Restoration Co., Tom Powell Stained Glass, and Cumberland Stained Glass (used by Memorial Presbyterian Church). Awaiting visit from Cumberland Stained Glass.
- Tristate Masonry to begin exterior work when warmer weather comes.
- Copier lease company added property insurance fees. Anne is still working to have those fees removed now that proof of insurance was provided, as well as other fees (monthly shipping costs).
- Anne has contacted agent at Bank of America again to begin application for P-Card to be used for future Amazon purchases.
- Friends "Blind Date with a Book" event was a great success, especially the scavenger hunt designed by Alex Pozza.

- J. Doheny reported that town solicitor has explained that neighboring property owners have a right to cut trees growing on their property but are not responsible for doing so. Library will continue to maintain trees that grow across property lines with possible future assistance from Wenonah Public Works.
- The Board discussed having a quarterly review of year-to-date spending relative to the budget.

New Business

- The decision to change banks is pending TD Bank accepting documentation confirming the library's existence.
- Anne is working to modify the work schedule. Holly has taken over Monday evenings. Michelle is covering Tuesday and Wednesday evenings. The Board approved a motion to hire Jasmine Iannacone. (Motion by J. Doheny/Seconded by G. Christensen/All in favor).
- The Board undertook a review of Wenonah Library Policies. During this meeting, the Board reviewed Section I through Section III and noted proposed revisions. The Board will continue to review a portion of the Policy at each meeting and vote on the full revisions when completed.
- The Board discussed resuming an update of the Strategic Plan that was interrupted by the pandemic.
- J. Doheny proposed introducing a "One Book Wenonah" program.

L. Helmbrecht adjourned the meeting at 8:49 pm. (Motion by J. Doheny/Seconded by G. Christensen/All in favor).

Next Board meeting is April 5, 2023

Next Friends of Wenonah Library meeting is March 15, 2023.

Meeting calendar for 2023.

7:00 PM on first Wednesday of each month: 1/4/23, 2/1/23, 3/1/23, 4/5/23, 5/3/23, 6/7/23, 7/5/23, 8/2/23, 9/6/23, 10/4/23, 11/1/23, 12/6/23.