

**October 2024 North Wales Area Library Board Meeting  
Approved Minutes**

Present: Suzan Leonard, Joye Bramble, Scott Cunningham, Hailey Nelson, Jocelyn Tenney, Tanya Bamford, Stephen Simchak, Pam Gallagher, Pam Wilson

Absent: Jackie Oberholtzer, Jen DiMario

Also in attendance: Jennifer, Erin, Robin

Meeting was called to order at 6:30 PM and began with a presentation by Robin and Erin on the recent Pennsylvania Library Association (PaLA) Conference. Great experience, many interesting sessions/programs. Hope to incorporate some ideas at NWAL.

September meeting minutes were approved per motion by Tanya and second by Pam W.

**Financial report/Hailey:** For September, expenses over by \$11,205.57. Still surplus of 25,425K YTD. Waiting on 40K from Employee Retention Credit and 10K from Montgomery Township. Re 2025 budget, first copy distributed last month. Hopeful for increased township contributions. Budget discussion to continue with finalization set for December. Utilities, insurance, and accounting services are expected to increase. Hoping for increased participation in the commemorative brick program. Availability (at \$100 each) will be noted on NWAL website. First 7-month CD will mature November 11. Suzan moves to put the money in library endowment fund contingent on library benefactor matching 100% of 10K. Tanya seconds. Unanimous approval. Suzan will check on matching.

**President's Report/Suzan:**

- Tax Deductibles - There is an IRS regulation re tax deductibles on tickets of more than \$75. May be penalty of \$10 per ticket totaling \$750 or so from gala. Will be addressed through outreach to gala participants re their tax deductible amount.
- Board donations - \$100 annual board member contribution was agreed upon years ago. Maybe also consider Fields' matching. Board contribution discussion tabled for now.
- Referendum - Jennifer is meeting with Upper Gwynedd this week. Suzan has a contact looking into referendum process.
- Strategic Plan - Consider revisiting Strategic Plan in 2025
- Teen Volunteer reception - Holiday party suggested for Staff and Board featuring potluck appetizers and desserts. Staff will look at dates.

**Joye/Facilities:**

Facility end-of-life reviews are underway. Quotes incoming. Two new benches donated for pavilion. Local business provided six office chairs to library. Must clean building scuppers that are likely filled with leaves. Emergency lighting power failure test still to be scheduled. Tasks should be considered for upcoming visit by Merck volunteers: 5 people for 4 hours.

### **Events:**

- **Book sale/Jocelyn:** Event made \$3,000, more than double the usual amount. Hike attributed to increased prices and the return of dealers. Date for spring sale TBA. Jennifer K. complimented Robin for marketing effort.
- **Holiday market/Stephen:** All set to go. Set up Friday evening, 11/1. Event is 11/2, 10 am-3 PM. Hoping to get contact info from visitors.
- **Taste/Pam G.:** Pam worked with Jennifer on sponsorship flyer including new sponsorship levels. Venue deposit given to St. Rose in January. Discussion of discontinuing sponsorship book in lieu of more digital displays. Maybe swag bag with sponsor name and/or sponsor favors.

### **Library Report/Jennifer:**

- Ladies DIY event, Trivia Night, Paranormal Night all coming up. Paranormal Night is especially popular, already sold out on psychic readings with only a few slots remaining for tarot readings.
- Rack cards/trifolds coming on Friday.
- Sending out appeal letter second week in November. Printing through NPSD services.
- Fundraising data shows September increase of 101% over last year. Seems to be positive return on investment in new programs and options.
- Hoagie orders need to be in by Monday.
- Order library swag by December 1.
- Blood drive scheduled for 10/24.
- We are now part of Community Partners program with perks for donations.

### **New Business**

Based on discussion at a North Wales Borough Council meeting, Jocelyn says there may be borough concern about inequity among NWAL's contributing municipalities. North Wales has been making \$5 per capita contribution for years.

**Old Business:** none

Meeting was adjourned at 8:16 PM per motion by Pam G. and second by Suzan.

A brief executive session was held to discuss matters of personnel.

**The next NWAL Board meeting is scheduled for Wednesday, November 20 at 6:30 PM. The December meeting is scheduled 12/18.**