

Minutes of the Board of Directors
Wyomissing Public Library
Meeting Date: January 9, 2007

The Board of Directors of the Wyomissing Public Library met on Tuesday, January 9, 2007 in the Community Room of the library. President Lisa Gallen called the meeting to order at 4:00 P.M.

Members Present: Allison Althouse, Elaine Balkiewicz, Greg Ciatto, Lisa Gallen, Denise Greenwood, Marlisa Mizerak, Jacqueline Roddy, John Schmoyer, Jennifer Sockel, Geoffrey Stoudt, Mary Ellen Wells, Phillip D. Wolfe, Diane Yoh, Rebecca Botvin
Library Director: Christopher Ritter

Approval of December Minutes: Allison Althouse seconded by Geoffrey Stoudt made a motion to approve the minutes. The Board approved the motion.

President's Report: Lisa Gallen presented her goals as president for 2007. These goals include:

- To continue to update and implement the library's long range plan
- To investigate other fundraising opportunities other than our membership drive
- To continue to promote the use of our community room
- To publish an annual report as well as one newsletter recapping the summer reading program
- To maintain our high level of service
- To preserve our good relationship between the borough both residents and council.

Treasurer's Report: John Schmoyer presented a summary for 2006 of the budgeted and actual income and expenses (this summary is still being finalized at this time). John noted that there is a positive \$21,000 variance between actual and budgeted amounts resulting primarily from the following: 1) contributions were not fully spent; 2) salaries and benefits were lower than expected due to absences (illness/accidents) of hourly personnel; and 3) Berkshire Foundation increased their contribution this year by \$3,000.

John also reported that the budget for 2007 was approved in October and that this budget includes the \$165,000 Wyomissing borough contribution.

Corresponding Secretary: Mary Ellen Wells stated that no correspondence was received.

Library Director's Report: Chris Ritter provided a summary for the past year.

•Circulation for 2006 was 80,101 (a decrease of .9% from 2005) and the people counter reported that 67,088 people visited the library in 2006 (an increase of 8% from 2005).

•Colleen conducted 194 children's programs in 2006 with a total attendance of 4,202 children.

Chris also reported the following: 1) the total cost for an emergency boiler repair in December was \$550; 2) the new computer use policy limiting computer use to a 30 minute period is working well; 3) the community room carpet was cleaned in December; and 4) interviews for the part-time circulation position are currently being conducted (35 people applied) and the successful applicant will be named next week to replace Jill who is leaving at the end of January.

Committee Reports:

Community Affairs: No report

Membership: Mary Ellen Wells reported that membership dues collected were \$40,638 for 2006 (this was a 7.5% increase above the membership dues of \$37,800 collected for 2005). She also noted that contributions for 2006 will be acknowledged in the newsletter by donor category. For next year, the base donor amount for publication in the newsletter will be adjusted. Lisa Gallen noted that the annual report would be sent out in February.

Building and Grounds: Philip Wolfe reported that there are approximately \$29,000 in repairs that need to be included in the ten-year plan for the library. Greg Ciatto reported that Jim Babb of the Wyomissing borough engineering staff stated that the library needs to make its own changes to help solve the drainage problem near the building. After these changes have been completed, the borough will then look at the drainage issue near the library. It was suggested that these changes be made and then a member of the library board plan to attend the borough meetings to help facilitate discussion of the drainage issues with the borough.

Information Technology: Lisa Gallen reported that this committee has been disbanded since Chris Ritter has expertise in this area and will address issues as they arise.

Unfinished/Old Business: None

New Business: Several issues were discussed by Lisa Gallen:

- Committees listings were presented to the Board members and Lisa requested that any changes be submitted to her.
- The borough council will be contacted to name a borough representative to the Library Board.
- The Centennial Committee will hold a “time capsule ceremony” at the library on Saturday, January 20 at 1:00 P.M. Board members were requested to let Lisa know if they can attend this event.
- Jeff Stoudt reported that Judy Phelps’s mother died and she requested that contributions be made to the library in lieu of flowers. Chris Ritter stated that these funds will be tracked by the library.

The meeting adjourned at 4:30 P.M.

Respectfully submitted,

Elaine M. Balkiewicz

Next Executive Meeting: Tuesdy, February 6 at 5:00 P.M.
Next Board Meeting: Tuesday, February 13 at 4:00 P.M.