

**Minutes of the Board of Directors**  
**Wyomissing Public Library**  
**March 13, 2007**

The Board of Directors of the Wyomissing Public Library met on Tuesday, March 13, 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, Susan Denaro Cullen, Lisa Gallen, Denise Greenwood, Marlisa Mizerak, Jacqueline Roddy, John Schmoyer, Geoffrey Stoudt, Mary Ellen Wells, Diane Yoh, Rebecca Botvin, & Karen Schroeder

Honorary Members: Judy Phelps

Additional attendees: Brad Scribner

**Approval of Board Minutes:** Geoff Stoudt seconded by Mary Ellen Wells, made a motion to approve the minutes. The Board approved the motion.

**President's Report:**

- New Board members Susan Denaro Cullen and Karen Schroder were introduced.
- Our bookkeeper, Liz Wells, has agreed to additional hours to assist with the data entry and thank you information for the Association Membership Appeal. A new laptop computer will be purchased to assist in the data entry.
- The 2006 Annual Report will be prepared by Marlisa Mizerak. The format will be similar to our newsheet and will be distributed at the front desk.

**Treasurer's Report:**

John Schmoyer reviewed the Library's financial position through February 28, 2007. A motion was made by Jacqueline Roddy and seconded by Susan Cullen to approve the financial report. The Board approved the motion.

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

**Library Director's Report:**

In Chris's absence Lisa Gallen reported:

- Circulation for February was down slightly with 5566 items circulated.
- We are seeing increases in Library visits with 3744 people entering the building. Many may be using our print references, our computers and our children's programs.
- Colleen conducted 12 children's programs during the month with a total attendance of 191.
- The Library was closed on February 14<sup>th</sup> and 15<sup>th</sup> due to inclement weather.
- Our annual report to the State of PA is nearly complete and will be submitted before our deadline.
- Donations totaling approximately \$1,400 were received in Memory of Mrs. Nelson (Judy Phelps' mother).

## **Committee Reports:**

### **Community Affairs:**

- Committee met prior to the Board meeting. Possible dates and sources of food for the Volunteer luncheon were discussed. The date will be confirmed upon Chris's return.
- There will be a holiday decoration event in December 2007.
- The committee looked into a summer event. It was decided to create and distribute a questionnaire to the parents attending our children's programming. The questionnaire will focus on determining specific events where there would be interest. Once the questionnaire has been returned, the results will be compiled and the best ideas will be pursued.

### **Membership:**

- In lieu of a committee chair, Lisa Gallen, Allison Athouse and Mary Ellen Wells worked on the membership letter. A special thank you to Diane Yoh, John Schmoyer, Judy Phelps, Marlisa Mizerak, Lisa Gallen, Jacqueline Roddy, Karen Schroeder & Allison Althouse for agreeing to label the 4,432 envelopes for Bulk Mail.
- A second Bulk Mailing of approximately 1,250 pieces will be completed within two weeks for the non-resident library card users of the past two years.

### **Building and Grounds:**

- Nothing to Report at this time.

### **Nominating:**

- Nominating is always looking for the names of individuals interested in serving on the Board. Please share any names you may have with any member of the nominating committee (Allison, Lisa, Elaine or Judy).

### **Unfinished/Old Business:**

- None

### **New Business:**

- None

The meeting adjourned at 4:45 PM.

Respectfully submitted,

Allison Althouse

Next Executive Meeting:      Tuesday, April 3, 2007 at 5:00 P.M.  
Next Board Meeting:          Tuesday, April 10, 2007 at 4:00 P.M.