

**Wyomissing Public Library
Board Meeting
Tuesday, September 18, 2012
Community Room
4:30pm**

Meeting called to order at 4:30pm.

Minutes from the June 2012 board meeting were approved.

Members present: Stacey Campbell, Cathy Ciatto, Lynn Driben, James Hagn, Lisa Leayman, Jill Mahon, Dan Phelps, Steve Pottieger, Dan Rothermel, Terri Stallone, Ann Sutherland, Laurie Waxler, Doug Weaver.

Library Director: Colleen Stamm.

Honorary Board Member: Susan Denaro

President's Report:

Laurie Waxler thanked everyone for their help with our newsletter. The fall newsletter was mailed to about 5800 households on Friday, 9/7/12. To increase response for next year, we are checking the cost to add a response envelope and add color. A patron expressed concern that her name was not listed as requested on the Association Member insert in the newsletter. Going forward, we will use the name written on the Association Letter response card. Cathy Ciatto and Terri Stallone will serve as chair and co-chair of the Fundraising committee. Committee chairs were asked to submit an end of year summary for 2012 and goals for 2013 by the October board meeting.

Treasurer's Report

The YTD operating budget and cash flow through August reflects a loss of (\$11,831). Association Dues income from Jan-Sept is \$22,351 which is 56% of our annual \$40K goal and lower than the \$27,505 we collected from Jan-Sept in 2011. Utilities and supplies expenses are down for the year. The 2013 proposed Library budget was reviewed and unanimously approved. It will be sent to the Borough for their review and approval by their Finance Committee which will meet in about 2 weeks.

Corresponding Secretary:

Ned Ehrlich's letter resigning from the Board was read. The estate of Kathryn King Szczerbicki bequeathed \$20K to the Library in her will. A suggestion was made to use this donation to start offering eBooks and possibly ereaders. Colleen will work with the executive board to investigate.

Library Director's Report: Colleen Stamm

1. Circulation: Circulation was 9282 items which was a 5% decrease over 2011. One click downloadable audio circulation is 24 accesses.

2. People: There were 5091 people who entered the library which is a 65% increase.

3. Computer Users: 662 people used computers which is an 9% decrease.

4. Children's Programming: There were 711 children, teens and adults who participated in 29 children's programs which is a 19% increase. During the summer. Corinne hosted 87 programs. Total attendance at these program was 2446 people: 1442 children, 66 teens, 938 adults. This ia a 57% increase over 2011.

5. Other: (1) Colleen shared a report that tracks materials, one click downloadable audio, and people from 2007 to 2012 so we can evaluate trends over time. (2) The Rubber Duck Race raised \$1846 and the first place winner donated his \$100 prize winnings back to the Library. (3) The Boscov's Berkshire Fund Raiser held Sat, 8/25 raised \$85.96 including \$47.41 in hot dog sales and \$38.55 in carnival game

donations. The event was held over 4 hours and may not be worth participating next year due to the low return. (4) The credit card machine was installed on 9/12/12. The cost is 2.79% per transaction and \$30 a month rental fee for the machine. The front desk has a sign indicating we now accept credit card for payments. 5) Colleen and Corinne are working on a technology proposal.

Committee Reports:

1. Community Affairs: The October Speaker Series is currently being promoted. Board members were asked to sign up to chaperone (2 per night) and/or supply baked goods for the following four talks: Vali Heist on 10/4, Chris Kaag on 10/9, Mary Barbera on 10/17 and Mike Kuczala on 10/24.
2. Membership: This committee was asked to work on an effort to create Friends of the Library.
3. Building and Grounds: Leaks in a pipe in the basement and the shed roof are being addressed. A meeting with Greg Ciatto to discuss work on the renovation will be held immediately following the Board meeting.
4. Nominating: An updated Board of Director and committee assignment list was distributed. The Board of Director reflects only a start date. The end date was removed to eliminate confusion resulting when a person completed a term of a departing member. Lisa Leayman and Terri Stallone are now voting members. Suggestions for Members-At-Large were requested. Persons with a background in law, grant writing and/or web design are skill sets that would benefit the board.
5. Fund Raising: (1) The Library will host a BBQ and bake sale fund raiser on Election Day. Board members were asked to sign up to supply baked goods and/or work a two hour shift during the timeframe 7:30am to 5:30pm. All baked goods except whole cakes and pies will be sold for \$1. Pork BBQ will be offered from 11am to 1pm. Sandwiches will be \$4 and sandwiches with a side of slaw will be \$5. BBQ can be ordered in advance via email from Susan Denaro or purchased at the Library starting at 11am until it sells out. (2) Planning will start shortly for the Holiday Basket fund raiser. Ann Sutherland suggested an accessory basket. Donations can be forwarded to her.
6. Personnel Committee: Liz Wells gave verbal notice that she is resigning from her position as bookkeeper. The Library hired AD Computer to handle payroll.
7. Centennial Committee: A Birthday Party is planned for January 2013, a talk on historical Wyomissing by John Schmoyer in late Feb/early March and a walking tour for April.

Unfinished Business: None.

New Business: (1) Sgt. Tom Endy of the Wyomissing Police Department proposed a community event to be held at the end of the summer which showcases the Library and police and fire departments. He proposed that the portion of Reading Blvd. adjacent to the Library be closed for the event and suggested we offer family activities like a dunk tank, bicycle derby, ID stand, and food. A meeting to discuss further is scheduled for Thurs, 9/27. (2) Laurie presented an idea to have a Movie Night once a month on Friday evenings as fund raiser for the Girl Scouts. The Fund Raising committee will discuss since the event would run after hours.

Meeting adjourned at 5:45pm.

Next Executive Meeting: Tuesday, 10/9 at 5pm.

Next Board Meeting: Tues, 10/16 at 4:30pm.

Signed,
Lynn Driben