

**Wyomissing Public Library  
Board Meeting  
Tuesday, September 16, 2014**

Meeting called to order at 4:30 p.m.

**Members Present:** Lisa Banco, Laura Cibulsky, Louise Cramp, James Hagn, Laurie Waxler, Kevin Wagner, Doug Weaver.

**Library Director:** Colleen Stamm

**President's Report:** Laurie Waxler

1. Corinne Brumbach, Children's Librarian, resigned on July 25, 2014. There was a "Farewell, Miss Corinne" send off on her last day. There were many community members there to wish her well in her new endeavors.
2. The Block Party was held on August 16<sup>th</sup>. The Wyomissing Police and Fire departments once again teamed up with us to host the event. We had a bouncy house, dunk tank, games, and a photo booth that was donated by Reading Orthodontic Group. Laurie thanked all the Board members who volunteered at this event.
3. Roof update-the Executive committee and Doug Weaver had a number of meetings this summer to review bids and discuss possible contractors for the damage from the hail storm in May 2014. We recently learned that the Wyomissing Borough is working with Restore Core to repair their damaged buildings. We met with Alan Rosenberg from Restore Core today to discuss what they can do for the library. Doug Weaver will have more to report.
4. We need of a new server. We met with Beth Rothermel this summer to discuss some grant opportunities for our technology needs especially the replacement of our server. Laurie has been in touch with the Wyomissing Foundation to secure the funds needed for a new server.
5. Laurie and Colleen Stamm worked on the newsletter this summer. This year we sold a number of advertisements and we were able to print the newsletter in color. The newsletter is at the printer and should be mailed soon.

**Treasurer's Report:** Colleen Stamm (Dan Rothermel was absent)

1. We haven't received the money for the Thun Trust, Berkshire Community Foundation or Blue Mountain Foundation. These funds typically distribute in December.
2. Laurie Waxler noted that the membership funds are only \$7,000 off compared to 2013.
3. Income: Photocopier sales are tracking much higher than budgeted. So far this year we took in \$4,783, but only budgeted \$2,000. Meeting room donations are a bit low, but we have a number of regular community groups who donate in the Fall for the upcoming year.
4. Expenses: There were 3 pays in August which is why Salaries and Benefits is higher than usual for the month at \$21,010. But we are saving money on salaries and benefits because we are currently without a Children's Librarian. Colleen will report more on this during the Librarian's report.

**Librarian's Report:** Colleen Stamm

1. We are in the process of searching for a new Children's Librarian. I advertised the position on local and state listservs, and on the Pennsylvania Library Association website. We received 16 applications for the position. Colleen began interviewing some candidates in August.
2. Library Usage Statistics:

- a. Materials- circulation for August was 6,688 items. This was a 18% decrease over last August. The road construction on Reading Blvd. may have affected some of our circulation statistics. A number of patrons felt it was difficult to get to the library this summer and they chose to come less often or not at all.
- b. Overdrive eBooks- Overdrive had 114 downloads. This is a 307% increase over last August.
- c. People- 5,403 people entered the library for a 14% increase. Looking back at the statistics, it appears that the people counters may have started failing in later part of 2013.
- d. Computer Users- there were 533 computer users in August for a 18% decrease.
- e. Children's Programming- there were 602 patrons who participated in programs for a 33% decrease. It appears that there were fewer programs than last year. Even though we are without a Children's Librarian, Jill Mahon, Tina Hess and Colleen continued our regular weekly storytimes and any programs that were scheduled for Summer Reading.
- f. Adult programming- 51 adults participated in programs, a 34% decrease.
- g. One-Click downloadable Audio- there were 18 downloads showing a 500% increase.
- h. AWE Early Literacy Stations- there was 274 users for the month of August showing a 14% decrease compared to last year.

### **Committee Reports:**

#### Community Affairs: Louise Cramp

- October Speaker Series-This year we have one program a week. Louise passed around a sign-up sheet. She would like 2 Board members at each event. Board members need to be at the library by 6:30 p.m. Reading Reads will no longer be advertising in the Reading Eagle newspaper. The Board discussed various ways to advertise the programs including hanging flyers at local coffee shops and businesses. There are 5 speakers lined up:
  - October 1, 2014 at 7:00 p.m.: "The Experiences of an FBI agent on 9/11" by Rodney Loose
  - October 8, 2014 at 7:00 p.m.: "Lemongrass Hope" by Amy Impellizzeri
  - October 16, 2014 at 7:00 p.m.: "Memoir Revolution by Jerry Waxler
  - October 22, 2014 at 7:00 p.m.: "PA Dutch Quilts-The Love of Color" by Pat & Arlan Christ
  - October 27, 2014 at 7:00 p.m.: "Stories from the OSS in Greece during WWII" by Gust Kraras

Membership: no report

#### Building and Grounds: Doug Weaver

- The committee met with Alan Rosenberg from Restore Core today. They are a regional company with offices in King of Prussia, Allentown and Harrisburg. We are waiting for them to submit an estimate for the work. The committee will make a decision within two weeks.

#### Nominating: James Hagn

- The Nominating committee met last week to tackle a couple of projects. The committee is looking to fill the Exec spot, more specifically the Vice-president, and the 3 At-Large positions. If you have any candidates in mind for the At-large positions, please email James (james.hagn@gmail.com).

#### Fundraising: Terri Stallone (read by Laurie Waxler)

- The July 4<sup>th</sup> Duck Race was our last fundraiser. Thank you to all who sold tickets and contributed their time to setting up the race, sorting ducks and working at the tent. A total of 909 ducks were sold for a gross profit of \$1,822 (\$1,672 net after the prize money was withdrawn). This was a \$300 increase over last year. Terri pointed out that if all 14 board members sold a complete sheet (80 ducks) we would have raised \$2,240. Plus the Stone house sales (\$1000) and the tickets sold at the

Library we would have our most profitable fundraiser with minimal work. Laura Cibulsky noted that she and her son were able to sell a sheet ducks to their neighbors in roughly 2 hours.

- Election Day Bake Sale- will be held November 4, 2014
  - We typically make \$300-\$500 on this fundraiser. Every year we sell out of all goods by mid-afternoon and miss all the evening sales. With enough donations we could earn 50-100% more.
  - We have also asked Susan Denaro and John Cullen to do their Pork BBQ sale. Last election they raised \$1300+, Susan and John donated the cost of the pork (\$400) which helped the bottom line. We are waiting to hear their decision.
  - Please consider taking the time to volunteer your time for this fundraiser. A sign-up sheet will be passed around at our October meeting.
- 4<sup>th</sup> Annual Holiday Basket Fundraiser
  - The Library Board is once again putting together 5 Holiday Baskets this year. Tickets cost \$10 each or 3 for \$25 and will be sold until the drawing on December 12 (at the end of the Holiday Trolley Tours). We hope to raise over \$3,000 on this event. This year's baskets are: The Mystery Wallet, Gardening Wheel Barrow, Spa Basket, Kindle Basket, and Basket of Cheer. Colleen Stamm had Holiday Basket letters and receipts available for Board members to take to local businesses. She will also email them to everyone.

Finance: No report

Personnel: Nothing to report

**Unfinished Business:** none

**New Business:** none

Meeting adjourned at 5:30 p.m.

Minutes submitted by Colleen Stamm

Next Executive Board Meeting: October 14, 2014 at 5:00 p.m.

Next Board meeting: October 21, 2014 at 4:30 p.m.