

**Wyomissing Public Library  
Board Meeting  
Monday, June 20, 2016**

Meeting called to order at 7:05 pm

**Members Present:** Kevin Wagner, Karen Oxholm, Heather Miller, Louise Cramp, Lori Smerek, Sharon Gechter, Colette Huber, Brian Nugent, Greg Ciatto, Catharine Lentz, and Dan Phelps (Borough Representative)

**Library Director:** Colleen Stamm

**President's Report:** Brian Nugent

1. Brian reviewed the WPL Discretionary Funds spreadsheet which includes budget amounts and goals for Sponsorship, Association membership, and Fundraising. The Board discussed the goals for 2016 and future years.
2. Mr. Nugent also reviewed the Potential Expenses Not in the Budget worksheet. This document contains estimated costs for capital needs such as new public computers and exterior painting. The total for capital expenses (not in the budget) is estimated to cost \$84,995. The Board discussed ways to raise the necessary funds for these items. There was discussion of a "Save the Library" fund and also making the community aware of the library's needs. The Board was asked to forward any ideas to the Library Director.

**Treasurer's Report:** Kevin Wagner

1. The library revenues are on target. The revenue for May 2016 was over \$50,000. A lot of this can be attributed to the Association letter and Derby party fundraiser falling in the same month. YTD we are \$9,500 in the black.
2. Typically, Association donations trail off during the summer months. It will be good to have this cushion to take us through the summer months.

**Corresponding Secretary:** Karen Oxholm

1. We received a letter from the volunteer gardeners regarding the cigarette butts in the flower beds. To remedy this issue, Colleen Stamm purchased 2 outdoor ashtrays which were placed at the Franklin St entrance and Children's entrance. The Exec committee did not feel a need to put one at the main entrance at this time. Colleen will keep an eye on the cigarette butts in the gardens.

**Librarian's Report:** Colleen Stamm

1. Library Usage Statistics
  - a. Materials-circulation for May was 6,060 items. That was an 7% decrease from last May.
  - b. Overdrive eBooks- Overdrive had 102 downloads: down 26% from last year.
  - c. People- 5,733 people entered the library showing a 11% increase.
  - d. Computer Users- there was 430 accesses for the month, a 4% decrease.
  - e. Children's programming- 1,020 patrons participated in the children's activities for a 14% increase.
  - f. Adult Programming- 189 patrons took part in our activities. This is a 4% decrease from last May.
  - g. One Click Downloadable Audio- April had 29 downloads for a 21% increase.

- h. AWE Early Literacy Stations- reports a 3% decrease of usage with 186 accesses.
- i. Mango Languages- 76 patrons took advantage of the programs for a 52% increase.
- j. Wireless Internet Users: 205 people used the library access for a 41% increase.

**Committee Reports:**

Fundraising/Community Affairs: Louise Cramp

- The Duck Race is quickly approaching. This fundraiser will be held on July 4. Colette Huber is looking for volunteers to help. The committee is planning to sell ducks on July 3 at Wyomissing Family Restaurant and also at the Wyomissing pool.
- The Block Party is Saturday, August 20<sup>th</sup> from 10 AM – 1 PM. Louise is looking for Board members to donate flea market type items to sell. The proceeds from flea market sales will go to library.
- Lisa Banco is planning to work on the Holiday Basket fundraiser this summer. She plans to have all the donated items by September and start selling raffle tickets shortly thereafter.

Membership: Brian Nugent reported for Bryan Stephen who was absent.

- The committee is working on a letter that will mail late July/early August. It will be a targeted mailing directed toward past donors who haven't given recently.

Sponsorship: Kevin Wagner

- The committee passed out a spreadsheet an updated spreadsheet with all the current sponsors and the total raised for 2016 which came to \$13,350. Kevin also passed around a sheet which had a list of Board members and the businesses they were supposed to follow up with. Board members were asked to respond to the Library Director with their progress.

Adult Programming: Brian Nugent

- Jill Mahon is working on a local history program series. She hopes to start this series in the Fall. The next Veteran Speaker Series program is July 9 at 1 PM and the speaker is Dr. Peter Pugliese (aka the Cookie Doctor).

Building and Grounds: Greg Ciatto

- RestoreCore is currently addressing all of the issues with the roof. Greg said the progress is slow, but they are completing all the necessary repairs.

Nomination: No report

Finance: No report

Personnel: No report

**Unfinished Business:** none

**New Business:** none

Meeting adjourned at 8:00 pm

Minutes submitted by Colleen Stamm

Next Executive Meeting: July 11, 2016 at 7:00 pm

Next Board Meeting: September 19, 2016 at 7:00 pm (no Board meetings in July or August)