

**Wyomissing Public Library
Board Meeting
Monday November 21, 2016**

Meeting called to order at 7:00 pm

Members Present: Brian Nugent, Kevin Wagner, Karen Oxholm, Lisa Banco, Colette Huber, Joe DeMarte and Dan Phelps (Borough Representative)

Library Director: Colleen Stamm

The MOTION was made by Kevin Wagner to approve the October Board meeting minutes and it was seconded by Joe DeMarte. The motion carried unanimously.

President's Report: Brian Nugent

1. The Association Donations are currently \$1,600 under budget due to the delay of the fall newsletter. Ann is drafting a letter to send to the donors whom have given in the past two years but not in 2016. Board members are asked to personally sign the letters.

Treasurer's Report: Kevin Wagner

1. The Library revenue is a little below projections. Expenses had some overages for the month in a few categories. Professional fees was the annual audit which was higher than anticipated; library materials was up because we were behind in ordering; and membership fees was up due to the timing of our mailings.
2. There is an \$11,000 surplus due to no children's librarian for over 3 months.
3. We should receive a few more donations from foundations.

Corresponding Secretary: No Report

Librarian's Report: Colleen Stamm

1. Library Usage Statistics
 - a. Materials-circulation for October was 6,465 items. That was a 5% decrease from last October.
 - b. Overdrive eBooks- Overdrive had 111 downloads: down 12% from last year.
 - c. People- 4747 people entered the library showing a 5% increase.
 - d. Computer Users- there was 526 accesses for the month, a 2% decrease.
 - e. Children's programming- 338 patrons participated in the children's activities for a 38% decrease.
 - f. Adult Programming- 374 patrons took part in our activities. This is a 67% increase from last October.
 - g. One Click Downloadable Audio- October had 46 downloads for a 53% increase.
 - h. AWE Early Literacy Stations- reports a 29% decrease of usage with 148 accesses

- i. Mango Languages- 41 patrons took advantage of the programs for a 32% decrease.
 - j. Wireless Internet Users: 239 people used the library access for a 34% increase.
2. Colleen will be attending a Play K workshop in lieu of the children's librarian. The library will receive \$800 of materials/supplies just for attending and implementing the program.

Committee Reports:

Fundraising/Community Affairs: No Report

Membership-No report

Building and Grounds:

- Brian reported that the flashing around the chimney and the tie downs on the built in gutters still need to be completed. The Borough has stated that the money designated for this, approximately \$14,000, should be paid in this calendar year (Colleen will confirm). If so, we will put the funds in escrow and pay it out when the work is completed by RestoreCore.

Sponsorship-No report

Adult Programming: Brian Nugent

- The programming will be 'beefed' up for the first quarter of 2017. We are currently heavy on the author visits but are looking to add other events. Adult programming attendance is between 4,000-4,200 for the year, up significantly from previous years.

Nominating: Joe Demarte

- Current board member Louise Cramp-Kase term ends on December 31, 2016. We have narrowed the list to four potential nominees to fill the vacant positions. We will vote on these board positions at the December Board meeting.

The Finance:

- Steve Potteiger has offered to review the library's investment portfolio and make recommendations.

Personnel-No report

Unfinished Business: No report

New Business: A brief discussion was held about the rental prices of the community room, with the possibility of raising the price for "for profit" companies/organizations.

Meeting adjourned at 8:00pm

Meeting Minutes submitted by Karen Oxholm

Next Executive Meeting: December 12, 2016 at 7:00pm

Next Board Meeting: December 19, 2016 at 7:00pm

****Annual Meeting will immediately follow the December board meeting.**