

**Wyomissing Public Library
Board Meeting
September 18, 2017**

Called to Order at 7:05pm by Terri Stallone.

Attendance: Terri Stallone, Colleen Stamm, Greg Ciatto, Joe DeMarte, Kurt Althouse, Margaret Vath, Lori Smerek, Jaime Slotkin, Colette Huber, Karen Oxholm, Lisa Banco, and Scott Brower.

A MOTION was made by Terri Stallone to approve the June Board meeting minutes and it was seconded by Karen Oxholm. The motion carried unanimously.

President's Report: Terri Stallone

- Terri welcomed the board back from summer recess and opened discussion to specific Committees.

Treasurer's Report: Terri Stallone/Colleen Stamm (Kevin Wagner was absent)

1. Terri Stallone discussed the operating budget and cash flow report.
2. There was problem with the library's filing of the 2015 Form 990. It resulted in the library being assessed a penalty by the IRS. The penalty fee was paid in August. Colleen Stamm mailed an abatement letter to the IRS in September asking to have our penalty fee returned. Our new accountant is confident our appeal will result in a full refund of this penalty within 6-8 weeks.

Corresponding Secretary: Colette Huber

- Colette Huber has continued to write personal notes on the association donation letters. Colette has now moved to Recording Secretary and this position is currently vacant. The nominating committee is looking for a board member to take on this position.

Librarian's Report: Colleen Stamm

1. Library Usage Statistics
 - a. Materials-circulation for August was 7524 items. That was a 6% decrease from last year. YTD circulation is only down 1%.
 - b. Overdrive eBooks- Overdrive had 171 downloads: up 68% from last year.
 - c. People- 6217 people entered the library showing a 7% increase.
 - d. Computer Users- there was 477 accesses for the month of August, a 15% decrease.
 - e. Children's programming- 878 patrons participated in the children's activities; a 51% increase. YTD Children's programming is up 13%.
 - f. Adult Programming- 167 patrons took part in our activities. This is a 20% decrease from last August. YTD adult programming is down 1%.
 - g. One Click Downloadable Audio- August had 28 downloads ; a 6% decrease.
 - h. AWE Early Literacy Stations- 215 for August. Statistics decreased 23%.
 - i. Mango Languages- 149 patrons took advantage of the programs for a 273% increase.
 - j. Wireless Internet Users: 308 people used the library access for a 21% increase. YTD wireless users are up 32%.

2. Wyomissing Public Library was one of only 2 libraries in PA to be awarded the American Library Association grant for the "The Vietnam War" documentary by Ken Burns and Lynn Novick. Over 350 libraries applied and only 50 were chosen.
3. PA Library Association conference is October 15-18. Colleen Stamm and Kris Seibert will attend the conference. At the conference, the library will receive a Best Practice Award in the family category for our community garden. The Wyomissing Public Library is the only library in Berks Co. to win an award this year.
4. Received \$5000 grant from Jay & Elaine Rosenson fund of the Berks County Community Foundation.

Committee Reports:

1. Fundraising/Community Affairs: Terri Stallone & Colette Huber
 - a. Annual Rubber Duck race on 7/4/17 profited - \$1905
 - b. August Block Party held 8/19/17-well attended, \$500 profit
 - c. Lisa Banco will again organize Holiday Gift Baskets; Themed baskets-Local Craft Beers, Local wine/spirits, Mystery Gift, and Candy/Chocolate. She will have donation sign up at next meeting. She hopes to have baskets completed and on display by election and definitely by Lighting of the Greens on 12/2/17. Sir Speedy will print tickets.
 - d. Annual Trolley tour will be held on 12/8/17. The trolley has already been reserved.
2. Membership: Jaime Slotkin
 - a. Membership is down; unsure of the cause. There was discussion on how the Spring mailing went out in the newsletter instead of regular cover letter.
 - b. Association letter was mailed on 9/5/17 to past donors.
 - c. Committee is having a Thank You Reception on 10/20/17. Save the date cards have been mailed.
3. Sponsorship: Jacob Stein (absent)
 - a. No Report
4. Buildings & Grounds: Greg Ciatto
 - a. Basement still damp- will follow-up
 - b. Colleen Stamm announced that the air conditioners were replaced in September at cost of \$20,485. The Borough of Wyomissing generously agreed to cover this cost.
 - c. Bathroom renovation is estimated to start at the end of September.
 - d. The wooden railing in the patio is estimated to cost \$1,000. The Borough of Wyomissing has generously agreed to pay for the repairs.
5. Nominating: Joe DeMarte
 - a. The nominating committee asked Lisa Banco to help with the nomination s of new board members and officers for 2018.
 - b. The Nominating Committee made a MOTION to move Jaime Slotkin from an At-large position into open voting position #12 effective immediately. This motion passed unanimously.
6. Finance: Kevin Wagner (absent)
 - a. No Report
7. Personnel: Terri Stallone
 - a. No Report

Unfinished Business

- Joe DeMarte made MOTION to ratify the electronic vote to install Terri Stallone as Board President for a temporary term which will begin on August 1, 2017 and end on December 31, 2017. This motion was seconded by Colette Huber. The motion passed unanimously.

New Business

- Terri Stallone and Colleen Stamm met with representatives from the Borough of Wyomissing in August to discuss the possibility of the borough purchasing the library building and maintaining the structure. Upon Board discussion at the meeting many questions surfaced, but all agreed that we would be open to listen to more details of the borough's proposal. The Library Board decided to form a small committee to flush out their questions and meet again with representatives from the Borough of Wyomissing.

Meeting adjourned at 7:55pm.

Next Executive Board Meeting: October 9, 2017 @ 7:00pm

Next Board Meeting: October 16, 2017 @ 7:00pm