

**Wyomissing Public Library
Board Meeting
Monday November 19, 2018**

The meeting was called to Order at 7:05 p.m. by Kurt Althouse.

Board Members Present: Kurt Althouse, Kevin Wagner, Vicki Jenckes, Jody Menon, Amy Auchenbach, Marge Vath, Jaimie Slotkin, Jeffrey Herb, Lisa Banco, Lori Smerek, Karen Oxholm.

Library Director: Colleen Stamm

A correction was made to the October 15, 2018 minutes – The 3 co-chairs for the Fundraising/Community Affairs committee are Catherine Lentz, Amy Auchenbach and Mark Ratcliff.

A MOTION was made by Kevin Wagner to approve the corrected October 2018 Board meeting minutes and it was seconded by Vicki Jenkes. The motion carried unanimously.

President's Report: Kurt Althouse

1. We received from Wyomissing Borough copies of legal documents for the agreement of sale for the library building. Since they were only received at the end of today Kurt requested that people review them and e-mail him comments. There were some questions on the length of the lease and its renewal provisions and the status of adequate funding from the Borough going forward. Kurt will continue the discussions with the Borough.
2. Kurt requested that board members review the list of possible business donors and let him know if someone has a personal contact in any of the businesses so we can send them information.

Treasurer's Report: Kevin Wagner

1. The budget received a nice lift from the response to the Fall Association letter and proceeds from the bake sale. There are still some year-end Foundation grants still to come.
2. There is currently \$9400 profit from the sale of the Thun/Jansen Book. Colleen will try to get it into the Museum Gift Shop in time for their upcoming open house event. It will also be for sale at the Lighting of the Greens and the Trolley Tour.

Corresponding Secretary:

1. Marge continues to write personal notes on the donation thank you letters.

Librarian's Report: Colleen Stamm

1. Library Usage Statistics for October 2018
 - a. Materials circulation: 6008 items. That was a 9% increase from last year.
 - b. Overdrive eBooks: 180 downloads; up 22% from last year.
 - c. People: 5509 people entered the library; 4% increase compared to previous year.

- d. Computer Users: there were 463 accesses for the month; a 9% decrease.
 - e. Children's programming: 769 patrons participated in the children's activities; a 18% increase.
 - f. Adult Programming: 326 patrons took part in our activities. This is a 6% increase from last year.
 - g. One Click Downloadable Audio: 75 down loads; a 70% increase compared to last year.
 - h. AWE Early Literacy Stations: 176 accesses. This is a 32% increase compared to previous year.
 - i. Mango Languages: 104 patrons took advantage of this program; a33% decrease compared to last year.
 - j. Wireless Internet Users: 294 people used the library Wi-Fi access; a 3% decrease compared to previous year.
 - k. Hoopla: 71 accesses. This is a 545% increase compared to the previous year.
2. Circulation is up 2 months in a row now. There is also an increase in on-line resource usage.
 3. The Teen Advisory Board (TAB) Haunted House for Halloween raised \$285 for the library.
 4. We received \$1,000 grant from the Friends of Berks County Libraries. We received \$500 from ROG and \$500 from Orthopedics Assoc. of Reading for sponsorship of this year's Holiday Trolley Tour.

Committee Reports:

1. Fundraising/Community Affairs:
 - a. Amy Auchenbach stated that the Election Day Bake Sale was a success and another sale should be planned for at future general elections.
 - b. A sign-up sheet for help with the Lighting of the Greens was passed around.
 - c. There was a sign-up sheet for helpers at the Trolley Tour. The trolley has been contracted and "Santa" is scheduled to be on the first 3 Trolley runs.
 - d. Holiday Gift Basket ticket sales are going well and will be offered at the Lighting of the Greens and the Trolley Tour.
2. Membership: Jaime Slotkin
 - a. A year end Association letter will be going out soon to all previous donors who have not yet contributed this year.
3. Buildings & Grounds: Greg Ciatto

No report.
4. Nominating: Joe DeMarte
 - a. The Nominating Committee made a MOTION to nominate Lindsay Romeo to fill an At-large non-voting positions beginning immediately. The motion carried unanimously.
 - b. There will still be open spots on the board as some member's terms expire at the end of the year.

5. Finance: Kevin Wagner
 - a. See Treasurer's Report.

6. Personnel: Colleen Stamm

Ann Sheehan has submitted her resignation. She covers Adult Programming, grant writing and press releases. Ann is willing to train someone to take her place. It may be necessary to split the position to interest candidates. Currently there is no one on staff who is qualified to fill this spot.

Unfinished Business

None.

New Business

1. The Annual Meeting of the Board will be held in December so yearly reports will be needed from all committees.

Meeting adjourned at 8:00 p.m.

Meeting Minutes submitted by Marge Vath

Next Executive Board Meeting: Monday December 17, 2018 6:00 PM at the **Stone House**

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