

**Minutes of the Board of Directors
Wyomissing Public Library
Meeting Date:**

The Board of Directors of the Wyomissing Public Library met on Tuesday, January 8, 2008 in the Community Room of the library. President Lisa Gallen called the meeting to order at 4:00 P.M.

Members Present: Susan Denaro, Mary Rebecca Freymoyer, Lisa Gallen, Denise Greenwood, Jeri Kozloff, Marlisa Mizerak, Judy Phelps, John Schmoyer, Diane Yoh, Honorary Members:
Library Director: Christopher Ritter
Additional attendees: Lynn Dreiber, Robert Jakubek, Betsy Power and George Repko

Approval of Minutes: motion by Marlisa Mizerak to approved the minutes; seconded by Diane Yoh. The Board approved the motion.

President's Report: Lisa Gallen

- 1. Resignation by Jacqueline Roddy announced. This leaves one open voting position on the Board.**
- 2. The window trim painting should be completed by the end of 2008.**
- 3. Distributed and reviewed all committee assignments for 2008. Geoffrey Stoudt will serve as finance chair and we need to confirm who will serve as chairman of the Building and grounds Committee.**
- 4. Welcomed new members at large and board members. Everyone was introduced.**
- 5. Distributed the President's goals, the committee goods and the work calendar for the year 2008.**

Treasurer's Report: John Schmoyer

1. Reviewed the unofficial end of year report. Thanks to almost \$7,000 in association dues being received in December we were only a little short of our 2007 goals. Although the last two months of the year showed an upturn in donations, we had a shortfall of about \$3200 at year end. We were budgeted to have a loss of \$7,000 so this was a good result overall.

2. The steel door expense was discussed.

Jeri Kozloff suggested we create a capital expenditure budget. There may be capital expenses that the Borough might consider contributing to the payment of if it could work it into its long-range plan.

There was discussion about how we maintained such a budget in the past and why it may have fallen out of use. It was agreed that the budget should be created again. The Building and Grounds Committee wish list is to be reviewed and updated and incorporated into a ten-year plan as part of the preparation of this separate capital expenditure budget.

Corresponding Secretary: Susan Denaro

The only correspondence received was the resignation of Jacqueline Roddy.

Library Director's Report: Chris Ritter

- Circulation for 2007 was 76,928 and the people counter reported that 59,297 people visited the library during this year.
- Colleen conducted 12 children's programs during the month with a total attendance of 150 children and 106 adults.
- Chris also reported the following:

The circulation is down 4% overall but it increased each month in the last quarter of 2007.

There were a total of 150 children's programs in 2007 and they were attended by 3,978 people in total.

Committee Reports:

Community Affairs:

No Report.

Membership:

Based upon the monetary figures distributed by the treasurer, we are close to the same number of members as we enjoyed in 2005. We had a few less members than in 2006 but the increase in contributions in December helped swell our number.

We received more individual contributions in 2007 than in 2006 but the average contribution was less than in the prior year.

The next appeal letter will be mailed in February.

Building and Grounds:

No Report.

Nominating:

The committee will bring a motion to the February Board meeting to replace Jacqueline Roddy.

Mural:

Marlisa Mizerak reported that the artist is ready to begin work on the mural in March and she expects to present a plan for review by the Board in February.

Unfinished/Old Business:

The motion about salary increases which was tabled at the December meeting was brought back for a vote. Lisa Gallen reviewed the status of the contemplated Borough pay raises for 2008.

Discussion was had regarding the need to discuss staff pay raises in confidence and that if staff merit issues are discussed at the board meetings, they must be minuted. As a result, Susan Denaro made the following motion:

“For 2008 and thereafter, the Executive Committee will meet with the Librarian to award all raises to staff. The amount awarded can not exceed the amount for the collective salary increase in the upcoming year's budget as approved by the Board of Directors.”

The motion was seconded by John Schmoyer. It passed unanimously.

John Schmoyer made the following motion:

“The staff shall receive salary increases totaling no more than the amount which was included in the budget for 2008, with each employee to receive a minimum of 2% and the rest awarded at the discretion of the Executive Committee in conjunction with the Librarian.”

The motion was seconded by Susan Denaro. It passed unanimously.

New Business: No new business.

Marlisa Mizerak made a motion to adjourn the meeting. It was seconded by Judy Phelps.

The meeting adjourned at 5:02 p.m.

Respectfully submitted,
Susan N. Denaro

Next Executive Meeting: Tuesday, February 5, 2008 at 5:00 P.M.

Next Board Meeting: Tuesday, February 12, 2008 at 4:00 P.M.