

**Minutes of the Board of Directors**  
**Wyomissing Public Library**  
**Meeting Date: March 11, 2008**

The Board of Directors of the Wyomissing Public Library met on Tuesday, March 11, 2008 in the Community Room of the library. President Lisa Gallen called the meeting to order at 4:10 P.M.

**Members Present:** Elaine Balkiewicz, Mary Rebecca Freymoyer, Lisa Gallen, Denise Greenwood, Jeri Kozloff, Marlisa Mizerak, Judy Phelps, George Repko, Diane Yoh, Karen Schroder

**At-Large Members:** Lynn Driben, Betsy Power

**Honorary Members:** none

**Library Director:** Christopher Ritter

**Additional attendees:** none

**Approval of January Minutes:** Denise Greenwood seconded by Diane Yoh made a motion to approve the minutes. The Board approved the motion.

**President's Report:** Lisa Gallen reported that the membership letter is at the printer and should be ready to send out this week. She will send an email about any help needed with the final mailing. The rest of the items will be covered in the librarian's report.

**Treasurer's Report:** In John Schmoyer's absence, Chris Ritter reported that the treasurer's report was fairly typical of previous months. This month, the expense category included the cost of the annual boiler inspection and the security system inspection. He reported that the Building and Grounds Committee will develop a 5-year capital expense budget by Fall (e.g. painting, rain gutters, roof repairs, etc.). Priorities by year will be delineated and the plan will be submitted to the borough.

**Corresponding Secretary:** No report

**Library Director's Report:**

- Circulation for February was 6335 which was a 14% increase over 2007. The people counter reported that 4000 people visited the library during this month.

- Colleen conducted 13 children's programs during the month with a total attendance of 215 children. Her attendance statistics rose 20% over 2007.

- Chris also reported the following:

- 1) The community room sustained water damage during the ice storm in February. After contacting the insurance company, Berks Fire & Water was recommended to repair the damage. The cost of our insurance deductible (\$2,500) must be paid by the library. Heat tapes installed in the gutters should prevent the problem in the future.
- 2) The LSTA federal grant which was submitted last summer was not funded. This grant will be resubmitted this summer.

- 3) Colleen raised \$120 through a dessert sale for supplies for the children's story time.
- 4) The library submitted a grant to the Wyomissing Foundation for an LCD projector for family movie nights at the library.
- 5) The library was awarded a Gates Foundation grant to fund 5 computers. The library must match \$1950 in 2008 and \$2600 in 2009 to receive the \$8450 grant. The library Board must adopt a resolution by June stating the source of the matching funds for the grant. Lynn Driben suggested a letter to businesses to help offset the matching funds required and agreed to work with Chris Ritter to develop this letter.
- 6) Three companies submitted bids to replace the library server (Wyomissing Data, Lynx Computer Technologies, and Stratix Systems). The bid by Lynx Computer Technologies included a new switch, a backup tape drive, and offered financing for the project. Chris Ritter recommended selecting Lynx Computer Technologies to complete the project.

Board Resolution: Denise Greenwood seconded by Marlisa Mizerak made a motion to select Lynx Computer Technologies and the accompanying financing (approximately \$220 per month for 48 months) to replace the library server, switch, firewall, and tape backup system. The Board approved the motion.

**Committee Reports:**

**Community Affairs:** The committee met and has scheduled the volunteer luncheon for April 24 at 1:00-2:00 p.m. (The library will close during this time period). The Board members have been asked to attend and at the suggestion of Judy Phelps, the borough council members will also be invited.

**Membership:** Membership information is included in the president's report.

**Building and Grounds:** Items related to this committee are included in the librarian's report.

**Unfinished/Old Business:**

- 1) Elaine Balkiewicz seconded by Judy Phelps made a motion to appoint George Repko as a Board member in position 3 which is vacant due to the resignation of Jacqueline Roddy. The Board approved the motion.
- 2) Marlisa Mizerak reported that the mural for the children's room will be scheduled based on the availability of the artist, Mike Miller. It may be completed this summer or during Spring break in 2009.

**New Business:** None

Elaine Balkiewicz seconded by Marlisa Mizerak made a motion that the meeting adjourn. The meeting adjourned at 4:15 p.m.

Respectfully submitted,  
Elaine M. Balkiewicz

Next Executive Meeting:      Tuesday, April 1 at 5:00 P.M.  
Next Board Meeting:          Tuesday, April 8 at 4:00 P.M.