

**Minutes of the Board of Directors
Wyomissing Public Library
Meeting Date: November 9, 2010**

The Board of Directors of the Wyomissing Public Library met on Tuesday, November 9, 2010, in the Community Room of the library. Susan Denaro called the meeting to order at 4:05pm.

Members Present: Susan Denaro, Greg Ciatto, Lynn Driben, Meghan Ehrlich, Mary Rebecca Freymoyer, Barbara Kline, Dan Phelps, Judy Phelps, Steve Pottieger, Blythe Ratcliffe, Ann Sutherland, Doug Weaver, Heidi Ziemer.

Honorary members: Elizabeth Rothermel.

Library Director: Colleen Stamm.

Additional attendees: Robin Beatty.

Minutes from the October meeting were amended by Judy Phelps who noted in the Building and Grounds committee report that Robin Beatty would be supplying the estimate and not Beth Finlay.

President's Report: (a) Colleen Stamm's wallet and cell phone were stolen from her purse on Friday, 10/29/10, around 5pm as Colleen was helping to close the library for the day. The police were notified and a report filed. Colleen cancelled the library's credit cards and ordered new ones. Staff have been advised to lock up all personal items in the back room. Additionally, Colleen locks her office door whenever she leaves the room. Susan suggested that we consider storing the library's safe (which is kept in Colleen's office) in another area. (b) A staff member noticed last week that a patron in the library was carrying a gun. Susan checked with an attorney about gun laws and learned that in the state of PA, citizens are allowed to open carry a gun and can carry a concealed gun if they have a permit. Guidelines for staff on handling such a situation will be drafted, and in the meantime, staff should not approach, engage or confront a person carrying a gun. (c) Susan thanked all who contributed to the success of the bake and BBQ fund raisers held on Election Day, Tues, 11/2/10. (d) The 2011 library budget was presented to the Borough the week of 10/25. The library should receive feedback from the Borough in November.

Treasurer's Report:

The budget through October 2010 reflects a YTD loss of (\$26,330). On the income side, YTD Association Dues are \$35,445 which is 93% of our annual \$38K goal. This amount includes \$5,830 in Association Dues from 85 donors received in October which is likely in response to the Association Letter mailed in the first week of October to approximately 300 households. Berkshire Charitable Foundation is expected to donate \$5K per Liz Rothermel. Judy Phelps suggested a letter be sent to Blue Mountain Foundation to ask about their intent to donate to the library this year. On the expense, Salaries and Benefits are higher than average because there was 3 extra pay days in October.

Corresponding Secretary: No correspondence reported.

Library Director's Report:

1. Circulation: In October 2010, circulation was 7780 which was a 3% decrease over the October 2009. One-click downloadable audio circulation for October 2010 was 51 accesses which is a 96% increase over October 2009.
2. People: In October 2010, there were 5643 people who entered the library which is a 4% increase over October 2009.
3. Computer Users: In October 2010, 662 people used computers which is a 2% increase over October 2009.
4. Children's Programming: In October 2010, there were 776 children, teens and adults who participated in 25 children's programs which is a 63% increase over October 2009.

5. Other: The library received a total of \$223.83 from the Boscov's Rally for Reading event and fund raiser held on Sat., 8/28 including \$57.73 in food sales, craft table donations and balloon animal donations,; \$66 in pin up sales (book marks that were hung in the store) and \$100 which is a portion of the sales on the day of the event.

Committee Reports:

1. Community Affairs: (a) The next Volunteer Appreciation Luncheon will be held Thurs, 4/14/2011 from 1pm-2pm. (a) Regarding the Author Series, we were pleased with the success of the three author talks held in October as part of the Reading Reads festival. We offered a variety of topics of interest to the community and benefited from the advertising done by Reading Reads (in addition to our own advertising). We recommend offering another series of talks in October 2011 but we suggest they be held on a weeknight and not on Saturday. Discussion is underway about authors/speakers to consider for next year. (c) The library will offer a Holiday Decorating Class on Tues, 12/7 at 7pm. The class will be taught by The Garden Club of Reading and the cost is \$12 per person.

2. Membership: Barbara Kline commended Susan Denaro on the Association Letters which Susan drafted. The letters clearly state our programs, plans for the future and financial need, and have contributed to the library attaining 93% of our association dues goal through October.

3. Building and Grounds: No report.

4. Nominating: The Nominating Committee met 10/27/10 and proposes that Laurie Waxler fill voting board member position 1 and Steve Pottieger fill voting board member position 14. These positions will be voted on at the December meeting and have a January 2011 start date. Judy Phelps will become an honorary member when her current term expires in December 2010. Steve Pottieger accepted the new position of Assistant Treasurer. Ann Sutherland is working to fill the open member-at-large spots.

5. Fund Raising: A summary of funds raised in 2010 was distributed. It reflects a sub-total of \$11,249.58 for small fund raisers and \$1050 raised from Children's Library Section Fund Raisers. These figures include \$1672 raised at the BBQ sale and \$437.45 at the bake sale on 11/2. Mary Rebecca Freymoyer noted that there was a crowd of people waiting to vote at 7am so maybe we should start the next bake sale at 7am instead of 9am. Also, breads and muffins were popular and sold well. She encouraged all board members to return their Cloister Car Wash ticket sales. Profit from this car wash fundraiser are estimated to be \$550.

6. Personnel: A Personnel Committee meeting will be held Monday, 11/15 at 6:30pm at Susan's office.

Unfinished Business: None.

New Business: None.

The meeting adjourned at 4:45pm.

Respectfully submitted on November 11, 2010,
Lynn M. Driben

Next Executive Meeting: TBD.
Next Board Meeting Tuesday, December 14, 2010 at 4pm