

**Wyomissing Public Library**  
**Board Meeting**  
**Tuesday June 18, 2013**  
**4:30PM**

Meeting called to order at 4:30pm.

**Members Present:** Stacey Campbell, Cathy Ciatto, Louise Cramp, Jill Mahon, Terri Stallone, Anne Sutherland, Laurie Waxler.

**Library Director:** Colleen Stamm

**Borough Council Representative:** William Murray

**President's Report:** Laurie Waxler

(1) Renovation: Carpet should be installed within the next 2 weeks. Met with representatives from Ethosource today to discuss furniture and shelving options. (2) Met with DaBrian Marketing on June 14 to discuss re-designing our website. They submitted an estimate for \$5,564 which includes hosting our website. We are investigating other options before we make a decision. (3) We received 2 bids for quarterly cleaning the building including scrubbing the tile in the bathrooms and cleaning windows inside and out annually. (4) eBooks- We are hoping to have a soft opening next week. This will be advertised in our monthly eNewsletter. We ordered 26 books so far and all the patron barcodes have been uploaded. (4) We are working on gathering information for our Fall newsletter. All information must be submitted to Colleen Stamm by July 12.

**Treasurer's Report:** Colleen Stamm for Dan Rothermel

(1) The operating and cash flow for the month of May reflects a net income of \$3,159 but a YTD loss of (\$6,026). Association Dues in May are \$385 and YTD is \$29,011. (2) Payroll expenses are tracking higher than anticipated for this year due to various reasons including increase in health insurance and temp agency fees. Dan Rothermel and I are working on projecting what our costs will be at the end of the year.

**Corresponding Secretary:** Laurie Waxler for Lynn Driben

No report.

**Library Director's Report:** Colleen Stamm

1. **Circulation:** Circulation for May was 6,654 items. This is a 6% decrease compared to last year.
2. **One Click Downloadable Audio:** One Click digital audio circulation was 11 for the month May. This is a 35% decrease compared to 2012.
3. **People:** There were 4,817 people who entered the library which is a 46% increase compared to 2012.
4. **Computer:** There were 556 people who used the computers in May, which is a 6% decrease compared to 2012.
5. **Children's Programming:** There were 1,379 children, teens and adults who participated programs, which is an 18% decrease compared to last year.
6. **Adult Programming:** There were 124 adults who participated in programs which is a 39% increase compared to 2012.

7. PaLS announced on May 31 that they signed a contract with Equinox and we will be switching service providers for the hosting, training and support services for our Integrated Library System (ILS). The move to Equinox will take place in September. At this time, Colleen did not have any further details.
8. New part-time employee- we are looking for a part-time library assistant to work at the circulation desk 2 evenings a week and 2 Saturdays a month. For more details, please email or call Colleen.

### **Committee Updates:**

Community Affairs: Jill Mahon

(1) July 4th Float & Duck Race – Looking for volunteers to help with the float, parade, duck race, and float tear down. Jill Mahon passed a sign-up sheet around. (2) October Speaker Series - We have added a fifth speaker to our October Speaker Series; Kunal Das is a Wyomissing resident and professor at Kutztown University. The schedule is as follows:

Tues, 10/1, Kunal Das on his book The Quantum Guide to Life, The Laws of Physics Applied to Issues of Every Day Life

Wed, 10/9: Elliot Pattison on his book Mandarin Gate

Wed, 10/16 Ed Taggart on his book When the Rackets Reigned

Thurs, 10/24: Pat and Arlan Christ to speak on Pennsylvania Dutch Quilts - Folklore & Superstitions

Wed, 10.30: Len Marella on his book in Search of Ethics

(3) Next Community Affairs Meeting - Lynn Driben will circulate an email suggesting a date for the next meeting. Topics to discuss include: Speaker Series, Trolley Tours scheduled, and other possible program ideas.

Membership: Ann Sutherland

No report

Building & Grounds: Laurie Waxler

(1) We received quotes for exterior painting including windows. The capital improvements committee will review them and make a decision.

Nominating: Ann Sutherland

Ann Sutherland presented the following motion which passed unanimously:

THE NOMINATING COMMITTEE MOVES THAT SARA RICHTER COSENTINO SERVE AS RECORDING SECRETARY FOR THE REMAINDER OF 2013. SARA WILL COMPLETE KIM MILLER'S TERM.

Fundraising: Cathy Ciatto

(1) Duck Race is on Thursday, July 4<sup>th</sup>. Please take sheets to sell Sale: A bake sale will be held Tues, 5/21. A sign up sheet to volunteer time and baked goods was distributed.

**Unfinished Business:** Block Party will be held Saturday, August 17 from 10 am – 1 pm. We will have games & activities including a bouncy house, dunking booth, and 2 games. The Wyomissing Police & Fire Department will be there. Corinne & Colleen will be doing storytime and John Schmoyer will do his “Wyomissing: Then & Now” presentation. We are going to need a number of volunteers for this event. As we get closer to the event, more details will be emailed to everyone.

**New Business:** none

Meeting Adjourned at 5:10 PM

Minutes submitted by Colleen Stamm

Next Executive Board Meeting: Tuesday, July 9, 2013 @ 5PM

Next Board Meeting: Tuesday, September 17, 2013 @ 4:30PM