

**Wyomissing Public Library
Board Meeting
Tuesday, November 19, 2013
Community Room
4:30PM**

Meeting called to order at 4:40PM

Members Present: Laurie Waxler, Dan Rothermel, James Hagn, Ann Sutherland, Lynn Driben, Terri Stallone, Louise Cramp, Lisa Leayman, Doug Weaver, Kevin Wagner, Sara Cosentino.

Library Director: Colleen Stamm.

President's Report:

- 1.) Jill Mahon has resigned from the Board. It was discovered that she could not hold a paying position at the library and remain a board member. She chose to stay on as an employee. Laurie Waxler read her letter of resignation.
- 2.) The Fall Fundraising letter went in the mail today to 283 households of people who donated last year but have not yet donated this year.
- 3.) Committee Chairs who will not be continuing in their roles next year were asked to start thinking about replacements.
- 4.) Window treatments – Angela will design the drapes and get the fabric, two Indie Girls will sew them at no cost to the library.
- 5.) Terri, Colleen, and Laurie went to a Library Conference. It was realized that our particular board is large for a library. We will work on distinguishing Friends vs. Board responsibilities. The Executive Committee will meet in January to start establishing a 5 year plan. The full board will meet after that to work together on completing the plan.

Treasurer's Report:

- 1.) Fundraising is down, but will likely be made up with the sale of the Holiday Baskets
- 2.) Community Room rental is budgeted at \$1677 and is currently at \$3900, with an increase in the last 2 months. More business rented it than non-profits; non-profits pay a lower price.
- 3.) Maintenance is currently at \$12,000, and budgeted for \$ 7500.
- 4.) Wyomissing Borough added \$10,000 to 2014 funding for a total of \$185,000.

Corresponding Secretary: None

Library Director's Report:

Circulation report:

1. Circulation: October circulation was up 32% compared to last year. The system was down for 7 days in October 2012, which may account for some, but not all, of the increase
2. Overdrive: There were 25 downloads in October
3. People: There were 4837 people who entered the library in October, which is a 3% increase.
4. Computer: There were 656 people who used the computer in October, which is a 1% increase.
5. Children's Programming: There were 695 children who participated in October events, which is a 1% decrease.
6. Adult Programming: There were 307 adults who participated in October programs, which is a 36% increase.
7. Other items:
 - a) Family Place Grant – Colleen and Corinne submitted a grant to the state in September for this grant, which is an early literacy grant that provides \$12,000 to attend training in April and \$6,000 for supplies to implement the program. Hoping to hear back from the state in November.
 - b) Started selling books on Amazon and have made \$15.47 so far. We will continue to sell the better books and add the donated 1000 books that Laurie has.

Committee Reports:

1. **Community Affairs:** 1.) The October Speaker Series is growing and we are looking for speakers for next year. The amount of attendees ranged from 18 – 63 people. Registration should be strongly encouraged. 2.) Holiday Centerpiece Class is scheduled for December 10th. 3.) Great Decisions – 7 moderators are lined up so far.
2. **Centennial:** 1.) Trolley Tours – 189 tickets sold, event is completely sold out. Trying to get additional times added to the beginning and end to accommodate the many people on the waiting list. On December 10th, 4 people will drive around and find a route for the trolley. If we plan on making this an annual event, we should consider giving prizes to the best decorated houses. Also next year, consider raising the prices. During the event, we will continue to sell raffle tickets for the baskets and the ornaments. All board members are asked to make cookies for the event and bring them to the library the evening of December 12. Volunteers should wear their blue library shirts.
3. **Membership:** We currently have raised \$32,834 towards of our goal of \$40,000. Hopefully the letter will help.
4. **Building and Grounds:** Renovations are mostly completed. What remains will be done next year. The window painting and sculpture garden are postponed. We need to fix the down spouts and repair the curb. The cost of the curb will be around \$9000.
5. **Nominating:** 1.) Kevin Wagner has been moved into a voting position. 2.) There is a Vice President position open. A motion was presented to name Sara Cosentino as the new Vice President. **The motion passed unanimously.** 3.) A motion was presented to name Terri Stallone as the new Recording Secretary. **The motion passed unanimously.** 4.) **A motion was made to vote for three new at-large members: Brian Nugent, Alan Miller, and Heather Mikes-Miller. The motion passed unanimously.** Brian Nugent and Alan Miller will join the meeting in December; Heather Mikes-Miller will join the meeting in January. All three will have their terms start in December.
6. **Fundraising:** 1.) The ornament sale is going well. The ornaments are displayed at the front of the library at the circulation desk. The ornaments will also be sold during the Trolley Tours and at the Lighting of the Greens. 2.) Holiday Basket Drawing tickets will be sold at the Trolley Tours and the Lighting of the Greens. Tickets are also available for purchase at the circulation desk and can be sold by board members. 3.) Lighting of the Greens: Volunteers are needed for 3 shifts to sell baskets and ornaments. Volunteers are also needed to set up and tear down. A sign-up sheet was passed.
7. **Finance:** No report
8. **Personnel:** No report

Unfinished Business: None

New Business: None

Meeting adjourned at 5:15pm.

Next Executive Meeting: Tuesday December 10th, 2013 at 5PM

Next Board Meeting: Tuesday December 17th, 2013 at 4:30PM

Minutes submitted by Sara Cosentino