

**Wyomissing Public Library
Board Meeting
Tuesday December 17, 2013
Community Room
4:30PM**

Meeting called to order at 4:45PM

Members Present: Laurie Waxler, Dan Rothermel, Louise Cramp, Cathy Ciatto, Lynn Driben, Terri Stallone, Ann Sutherland, Kevin Wagner, Susan Denaro, Stacey Campbell, Brian Nugent, Alan Miller, Mike Forester (Borough Representative).

Library Director: Colleen Stamm.

President's Report:

- 1.) Renovation: Window treatments will begin in January.
- 2.) Kultivate: The fundraising consultants will be presenting their final report to the board in January.
- 3.) Welcome new board members Brian Nugent and Alan Miller and a sad goodbye to board members Ann Sutherland, Stacey Campbell and Lynn Driben.
- 4.) Giftworks: The software package that has been previously purchased to better document the library sponsor/donor information will be put into effect and better utilized

Treasurer's Report:

- 1.) Through the end of November the Library is running a deficit of \$34, 978. The YTD expenses are up \$18,763 more than budgeted and the YTD income is down \$4,656.
- 2.) Berkshire Charitable Foundation has awarded the Library \$15,000. That is \$5,000 more than last year, and \$10,000 more than the Library budgeted.
- 3.) \$5,000 of additional membership dues were submitted in December which brought us past our membership goal.

Corresponding Secretary: Nothing to report

Library Director's Report:

Circulation report: Circulation has been rebounding and the response to Equinox has been positive

1. Circulation: Circulation for the month was 7021, a 4% decrease over last year
2. Overdrive: There were 25 downloads
3. People: There were 4460 people who entered the library which is a 11% increase.
4. Computer: There were 539 people who used the computer a 7% decrease.
5. Children's Programming: There were 551 children who participated in events, which is a 29% increase.
6. Adult Programming: There were 69 adults who participated which is a 44% increase.

1.) Lindsay Sakmann resigned from her position on the Library Staff. Her position is to be filled by a part time person to help cover for those on vacation and sick days.

Committee Reports:

1. **Community Affairs:** 1.) The Trolley tours were very successful. It ran smoothly and everyone attended. 2.) Upcoming events for 2014 are the Great Decisions Program as well as a Smart Money week in April that will include topics such as cyber security and couponing.
2. **Building and Grounds:** Doug Weaver is scheduling the pipe repairs to be done during the Holiday break for minimal disruption to the Library.
3. **Nominating:** The Committee brought forth the following motions and they all were passed. 1) To nominate Joe DeMarte to fill voting Board member position number 8 (Steve Pottieger's spot). Term to begin January 2014. 2) To nominate Douglas S. Kaufman to be an Honorary Board Member. 3) To recommend the slate of officers for the 2014 term: President-Laurie Waxler, Vice-President-Sara Cosentino, Treasurer- Dan Rothermel, Recording Secretary-Terri Stallone, Corresponding Secretary- Kevin Wagner
4. **Fundraising:** 1.) The Holiday Basket Raffle raised over \$2600 which was short of our goal. 2425 tickets were sold (similar to last year) but we did not have the benefit of the silent auction painting that sold for \$1200. 2) The Nolde Forest Holiday ornaments are not selling as expected.
5. **Finance:** See Treasurer's Report
6. **Personnel:** No report

Unfinished Business: None

New Business: 1.) Susan Denaro informed the Board of a large donation to the Library by Mr. Douglas S. Kaufman. He is a long time Wyomissing resident who holds the library very dear. Mr. Kaufmann is donating \$200,000 (\$40,000 in December and \$160,000 in January) to begin an endowment fund. He does not want his name on the fund but does want it to be used to attract other donations to the fund. Proper 'stewardship' of the endowment was discussed with Mr. Kaufmann and it was suggested because of the constant changing board personnel that the money be deposited into the Berks County Community Foundation as a irrevocable trust. Mr. Kaufman agrees with that proposal. 2.) Susan Denaro recommended two motions. A) To Authorize Colleen Stamm and/or Laurie Waxler to execute an Endowment fund agreement on behalf of the Wyomissing Public Library with Douglas S. Kaufmann. B) To authorize Colleen Stamm and/or Laurie Waxler to execute a New Fund Form with the Berks County Community Foundation for the investment of the funds from Mr. Kaufmann upon their receipt. Both motions passed.

Meeting adjourned at 5:25pm.

Next Executive Meeting: Tuesday January 14, 2014 at 5PM

Next Board Meeting: Tuesday January 21, 2014 at 4:30PM

Minutes submitted by Terri Stallone