

**Wyomissing Public Library  
Board Meeting  
Tuesday April 15, 2014  
Community Room  
4:30PM**

Meeting called to order at 4:35 PM

**Members Present:** Laurie Waxler, Lisa Banco, James Hagn, Louise Cramp, Heather Miller, Kevin Wagner, Alan Miller, Laura Cibulski, Dan Rothermel, Joe DeMarte, Brian Nugent, Terri Stallone, Thomas Moll (Borough Representative).

Library Director: Colleen Stamm.

**President's Report:**

- 1.) Renovation: Angela Ehst is in the process of designing window treatments for the Community Room.
- 2.) The Volunteer Luncheon, organized by Community Affairs was held April 10<sup>th</sup>. Anyone who has contributed his or her time to the Library was invited. Over 30 people attended.
- 3.) The Wyomissing Police and Fire departments have confirmed their participation in WPL Block Party. It will be held August 16, 2014.

**Treasurer's Report:**

- 1.) The YTD income is ahead \$1820, however the YTD expenses are ahead \$8266, which leaves us \$6446 over budget at this time.
- 2.) The payrolls numbers are also high because Judy took on more hours while Colleen was on maternity leave.
- 3.) Maintenance is also over budget because we are dealing with the eroded downspout issue.
- 4.) Utilities are high because we are coming out of the winter season. They should even out throughout the year.

**Corresponding Secretary:** Nothing to report

**Library Director's Report:**

The library usage was up after two slow winter months. Warmer weather brings more people.

1. Circulation: Circulation for the month was 7339, an 11% increase over last year
2. Overdrive: There were 66 downloads, our highest number since initiating e-books.
3. People: There were 2409 people who entered the library for a 54% decrease. This number seems much too low. There may be issues with the people counters.
4. Computer: There were 502 people who used the computer, a 13% decrease.
5. Children's Programming: There were 673 children who participated in events, which is a 27% increase.
6. Adult Programming: There were 212 adults who participated which is a 27% decrease. March of last year offered an addition program therefore this March saw a decrease.

**Committee Reports:**

**1. Community Affairs:**

- a. Volunteer Lunch (April 10<sup>th</sup>) was a success
- b. Money Smart Week – first week in April
  - i. Poorly attended
  - ii. Pre-registration was not required. In the future it must be a requirement so there is the option to cancel an event

- c. Great Decisions-Going well. Approximately 35 attendees per session. Louise is still looking for chaperones for the upcoming sessions.
  - d. October Speaker Series – looking for local authors to speak for the Reading series for October 2014.
    - i. Please let Sara know if you have someone in mind.
- 2. Membership:**
- a. The Library currently has 200 association members for the 2014 calendar year. That brought in an income of \$19,000.
  - b. There are 6800 households in the Wyomissing Borough and we had a total of 431 members last year.
  - c. We are looking for new ideas to implement a Membership drive
  - d. Colleen will circulate a membership list to the board members
  - e. Thank you notes are written to all donors of \$100 or more. Board members all received a small number of thank you notes to write.
- 3. Building and Grounds:**
- a. The fire alarm was activated this past month resulting in a response from the fire department. It was determined a malfunction in the control panel was the cause. Security First will be supplying estimates for repair.
- 4. Nominating:** no report
- 5. Fundraising:**
- a. Derby Party – May 3, 2014 (4pm – 7pm)
    - i. Invitations have been mailed. Please promote the event through an email to all of your acquaintances. An email attachment of the invitation will be sent to all board members for distribution.
    - ii. Sponsorships: Six generous donors have sponsored the Derby for \$1900
    - iii. Sponsorship acknowledgement: Joe DeMarte will create a poster that may include logos of the donor companies. Colleen will send Joe the final donor list.
    - iv. Insurance: Colleen will check our insurance coverage for an event that is held off site and include the distribution of alcohol.
    - v. Derby Preparation Sign up Sheets: All board members signed up for event responsibilities. Terri will send out email reminders.
    - vi. There will be Saturday morning food prep from 8:30am -12pm. Set up at the Gallens is at Noon.
- 6. Finance:** See Treasurer’s Report
- 7. Personnel:**
- a. Colleen Stamm has returned from her maternity leave. Yahoo!

**Unfinished Business:** none

**New Business:** Waiting to hear from the Wyomissing Recreation Board about approval for hosting the WPL 5K at the pool. The Wyomissing Rec Board has submitted our proposal to the pool board for recommendations.

Meeting adjourned at 5:25pm.

Next Executive Meeting: Tuesday May 13, 2014 at 5PM

Next Board Meeting: Tuesday May 20, 2014 at 4:30PM

Minutes submitted by Terri Stallone