

**Wyomissing Public Library
Board Meeting
December 16, 2014**

Meeting called to order at 7:28 p.m.

Members Present: Lori Smerek, Joe DeMarte, Kevin Wagner, Doug Weaver, James Hagn, Louise Cramp, Heather Miller, Terri Stallone, Laurie Waxler, Dan Phelps (Borough Council Representative)

Library Director: Colleen Stamm

President's Report: Laurie Waxler

1. President Laurie Waxler reported that we completed and submitted applications for two grants.
 - a. \$13,927 to the Wyomissing foundation for the purchase of a new server
 - b. \$2,700 to the Comcast Foundation for the necessary software for the laptops that were donated by First Energy Corp.
2. The work of Jill Mahon, a library employee, was lauded. Jill has done an outstanding job promoting the Library on Facebook. Specifically, a well-written apology for the Trolley mix-up as well as promoting the Children's Programming.

Treasurer's Report: Kevin Wagner

1. Currently the Library is running very closely to the projected 2014 budget. The largest shortfall in income is from the Association Dues, which is \$3,042 behind. The Library has kept the expense side of the budget in check. For the month of November, we took in more income than expenses.
2. Kevin extended a thank you to all of those involved with the Library fundraising efforts. The money raised made a big impact on the bottom line.

Corresponding Secretary: no report

Librarian's Report: Colleen Stamm

1. Library Usage Statistics:
 - a. Materials-circulation for November was 5,852 items. This was a 17% decrease from last year.
 - b. Overdrive eBooks- Overdrive had 94 downloads. Up slightly from last month.
 - c. People- 5,173 people entered the library showing a 16% increase. The people counters appear to be working properly.
 - d. Computer Users- there were 383 users for the month for a 29% decrease compared to last year.
 - e. Children's programming- 318 patrons participated in the programs for a 29% decrease compared to 2013. The Library is in

transition between children's librarians and therefore fewer programs were offered.

- f. Adult Programming- 45 patrons participated in programs which is a 35% decrease compared to last year. Mah Jong Club didn't meet the week of Thanksgiving.
- g. One Click Downloadable Audio- continues to increase its users. November saw 36 downloads for an increase of 125%.
- h. AWE Early Literacy Stations- there were 184 users for a decrease of 31% compared to 2013.

Committee Reports:

Community Affairs: Louise Cramp

- 1. The December Trolley tours were a success and raised \$984 for the Library.
- 2. Great Decisions- will be held in April and May. Moderators are needed for the following topics: Syria, Brazil, Russia, Privacy in the digital age, Sectarianism in the Middle East, and India Changes Course. Please contact Louise if you know of anyone who could lead a discussion.

Membership: Laurie Waxler and Brian Nugent

- 1. The committee is making follow up phone calls to past and new potential donors who have not responded to our November membership drive. The committee hopes to raise the remaining \$7,792 of the projected goal by years end.
- 2. The next newsletter will be sent out in February in time to advertise the Great Decisions program.
- 3. The Library will initiate our new "Membership Sponsorship Program" in the New Year. The committee will prepare a "sponsorship package" to help attract corporate donors.
- 4. The committee feels it is prudent to purchase the Giftworks software. The software will facilitate the tracking of donors through thorough cataloging of donations, correspondence and more.

Building and Grounds: Doug Weaver

- 1. The New Year should see the building brought back into fine form. We will see a new roof, new gutters as well as updated landscaping.

Nominating: James Hagn

- 1. The nominating committee made a motion to approve the 2015 slate of officers. The motion passed unanimously. The 2015 officers are:
 - President: Laurie Waxler
 - Vice-President: Brian Nugent
 - Treasurer: Kevin Wagner
 - Corresponding Secretary: Laura Cibulsky
 - Recording Secretary: Terri Stallone
- 2. The nominating committee made a motion to approve the 2015 slate of Board Members. The motion passed unanimously. For a complete list of the Board Members, please contact the Library Director, Colleen Stamm.

Fundraising: Terri Stallone

1. The Holiday Basket Raffle raised \$2,600 for the library. After our expenses, we profited \$2,461. The raffle concluded the fundraising efforts for this year.
2. The fundraising committee will be exploring the opportunity to hold a sushi making/wine tasting event in the Spring.

Finance: Kevin Wagner- no report

Personnel: Laurie Waxler

1. The Library posted the job opening for a part time position of Adult Programing Coordinator/Library Assistant. Please pass along any qualified and interested candidates.

Unfinished Business: none

New Business:

In the New Year, the library must expand our adult programming. This is key to our future success. We must also look at teaming up with other organizations to expand our reach into our community.

Meeting adjourned at 8:00 p.m.

Minutes submitted by Terri Stallone

Next Executive Board Meeting: January 12, 2015 at 7:00 p.m.

Next Board Meeting: January 20, 2015 at 7:00 p.m.