

**Wyomissing Public Library  
Board Meeting  
Tuesday, March 17, 2015**

Meeting called to order at 7:05pm

**Members Present:** Laurie Waxler, Karen Oxholm, Lisa Banco, Doug Weaver, Kevin Wagner, Alan Miller, Louise Cramp, Heather Miller, Joe DeMarte, Laura Cibulsky, Lori Smerek, Brian Nugent, James Hagn, Terri Stallone and Fred Levering (Borough Representative)

**Library Director:** Colleen Stamm

**President's Report:** Laurie Waxler

1. The Membership Committee has completed the newly initiated sponsorship packages and the board was asked to personally contact the businesses they have relationships with.
2. The roof/gutter project should be completed by mid April. Doug has been reviewing the punch list with the contractor. The misaligned tiles over the front door will be replaced.
3. The February/ March fundraising newsletter is at the printer and will be in homes in two weeks.

**Treasurer's Report:** Kevin Wagner

The budget looks in order for the month of February. We are running a small deficit due to the payment of some annual fees and the extra pay period in January.

**Corresponding Secretary:** no report

**Librarian's Report:** Colleen Stamm

The State report was completed and submitted on March 2, 2015. The Wyomissing Foundation grant has been received. The new server was installed with no issues on March 17<sup>th</sup>.

1. Library Usage Statistics
  - a. Materials- -circulation for December was 5,915 items. That was only 50 items less from last year.
  - b. Overdrive eBooks- Overdrive had 123 downloads: up 128% from last year.
  - c. People- 3,528 people entered the library showing a 17% increase.
  - d. Computer Users- there were 457 users for the month for a 19% increase.
  - e. Children's programming- 1,098 patrons participated in the programs for a 145% decrease. Joie has worked tirelessly to promote the library through outreach visits to the schools and preschools.
  - f. Adult Programming- 74 patrons took part in our activities. This is a 147% increase from last February.

- g. One Click Downloadable Audio- December saw 34 downloads for an increase of 1033%.
- h. AWE Early Literacy Stations- there were 206 users for a increase of 25%.

**Children Librarian's Report:** Joie Formando

1. School visits: Over the past month Joie has visited all three Wyomissing Schools as well as various preschool programs. She met with all grade levels but primarily third and fourth graders. She promoted all library programs and surveyed the students to learn what they would like the library to provide.
2. The after school book clubs have many new members. The club for 8-10 years has 12+ readers and the Teen club has 8 students.

**Committee Reports:**

Community Affairs: Louise Cramp

- Great Decisions responsibilities have been turned over to the new coordinator Jill Mahon. A moderator is still needed for the following presentations: India, Syria and Brazil. Mr. Munsing has volunteered to fill in if no one can be found.
- The Volunteer Luncheon will be held on April 7<sup>th</sup> at 1:00pm in the Community Room. Invitations have been mailed. A sign up sheet to donate desserts has circulated.

Membership: Laurie Waxler

- Jill Mahon has been hired to be the Adult Program Coordinator. Jill was already an employee of the library so her responsibilities have just changed to oversee and initiate new programs
- We have already received four responses to our sponsorship drive. We would still like to personalize the outgoing letters as well as follow up with phone calls. The goal is to raise enough money to eliminate the budget deficit, finance future adult programs and build reserves.

Building and Grounds: Doug Weaver

- See president's report.

Personnel: Laurie Waxler

- Jill Mahon has accepted the new position of Adult Program Coordinator for the library. The library will be hiring a new staff person to man the front desk and fulfill general duties.

Fundraising: Terri Stallone

- Kentucky Derby Party: It was determined that the invitations could not be sent by email only because of incomplete data of addresses. A printed invitation will be ready for mailing soon.

Finance: no report

**Unfinished Business:** none

**New Business:** Kevin Wagner is arranging a time for the board to meet with Toni Eckert of Leadership Berks. She will give us an overview into their program to see if we are interested and would qualify to be included in this year's project

Meeting adjourned at 8:10 pm  
Minutes submitted by Terri Stallone

Next Executive Meeting: April 7, 2015 at 5:00 pm  
Next Board Meeting: April 14, 2015 at 7:00 pm