

**Wyomissing Public Library  
Board Meeting  
Monday, June 15, 2015**

Meeting called to order at 7:10 pm

**Members Present:** Laurie Waxler, Kevin Wagner, Louise Cramp, Joe DeMarte, James Hagn, Terri Stallone, and John Woodward (Borough Representative)

**Library Director:** Colleen Stamm

**President's Report:** Laurie Waxler

1. The landscaping project has been allotted a \$10,000 budget. Quotes for the work have been requested from Windsor Landscaping, New Castle Landscaping and John Denick. A landscape committee will be formed to meet over the summer to make decisions on the project. The Board does not meet over the summer.
2. Some unexpected and unbudgeted expenses need to be dealt with. An outdated downspout has failed and flooded the basement. All of the summer reading program materials were destroyed and need to be replaced (\$500). There are 5 remaining downspouts that need to be replaced at a total cost of approximately \$10,000. An 'emergency letter' campaign will be sent to all of our current donors to request a one time supplemental contribution to help defray these costs.
3. The roof project is close to completion. We need to make sure the gutters are working properly. It has been noticed that in some areas the gutters do not collect the rainwater. The water pours off of the building onto our potentially new landscaping.

**Treasurer's Report:** Kevin Wagner

1. The April/May Association dues and fundraising profit put the library in good shape for the month of May.
2. We are showing a deficit in the expenses YTD, however we have not incurred any obvious irregular expenses. Kevin will look into the accounts that have overspent and make sure that the current expenses have been correctly allotted.

**Corresponding Secretary:** Laura Cibulsky

- No report

**Librarian's Report:** Colleen Stamm

1. Library Usage Statistics
  - a. Materials-circulation for May was 6,525 items. That was a 6% decrease from last year.
  - b. Overdrive eBooks- Overdrive had 138 downloads: up 84% from last year.
  - c. People- 5,156 people entered the library showing a 21% increase.
  - d. Computer Users- there were 448 users for the month for a 5% decrease.
  - e. Children's programming- 898 patrons participated in the children's activities for a 36% decrease. These numbers will rebound in June because Joie did the school programs later this year.

- f. Adult Programming- 197 patrons took part in our activities. This is a 208% decrease from last May. The Poetry group continues to grow. There is an upcoming 'Mike Night'.
  - g. One Click Downloadable Audio- May had 24 downloads for a 71% increase.
  - h. AWE Early Literacy Stations- there were 191 users for an increase of 4%.
  - i. Mango Languages-50 patrons took part for a 285% increase
2. The drop in the circulation is not for concern. It is a trend that has been seen countywide. Joie had been working on more vibrant displays to encourage more circulation.
  3. We will be temporarily losing all of our parking in front of the library due to the road construction. Colleen is speaking to Jeff Hettinger who owns the lot across the street. Perhaps they will let our patrons' park there.
  4. Volunteer Policy has been amended to address the Government clearance policy. Clearances are only needed for those volunteers who have extended contact with the children. There is no need for special language on the role of board members because they too are volunteers. The Board could not vote on the amended policy because a quorum is needed. This policy will be presented for a vote at the September meeting.

**Children Librarian's Report:** no report

**Adult Programming Report:** no report

**Committee Reports:**

Community Affairs: Louise Cramp

- The Block Party will be held August 15, 10-1pm. Joie is organizing a small 'touch a truck' event. The Firemen and police will also be represented.
- Volunteers are needed to work the event. Laurie Waxler will organize the Girl Scouts to help.

Membership: Bryan Stephen

- No Report

Building and Grounds: Doug Weaver

- No report

Nominating: James Hagn

- We currently have a full board but we need to fill two 'member at large' positions. We do have possible candidates but have not confirmed with them. We will vote by email when they agree to join us so they can participate at the first board meeting in the fall.

Personnel: Laurie Waxler

- No Report

Fundraising: Terri Stallone

- The 2015 Kentucky Derby Party had a net profit of \$4100. We paid out \$2,329 in expenses and had over \$700 of in kind donations.

- The July 4<sup>th</sup> Rubber Duck Race will be held again this year. We have 1300 duck available to be sold. The ducks sell for \$2 apiece for the chance to win \$100 or \$50. Board members need to sell one complete sheet of ducks (40). Summer library volunteers will be used to go door to door to fill out the remaining sheets.

Finance: Kevin Wagner

- No report

**Unfinished Business:** none

**New Business:**

- Beginning in September, the Board meetings are being moved to the third Monday of each month at 7:00 p.m. Colleen will put an advertisement in the newspaper notifying the community of this change (as required by The Sunshine Law).
- Check emails for Block Party Volunteer opportunities.

Meeting adjourned at 7:55 pm

Minutes submitted by Terri Stallone

Next Executive Meeting: July 13, 2015 at 7:00 pm

Next Board Meeting: September 21, 2015 at 7:00 pm