

**Wyomissing Public Library
Board Meeting
Monday December 19, 2016**

Meeting called to order at 7:07 pm

Members Present: Brian Nugent, Kevin Wagner, Terri Stallone, Louise Cramp, Lori Smerek, Lisa Banco, Colette Huber, Scott Brower and Dan Phelps (Borough Representative)

Library Director: Colleen Stamm

A MOTION was made by Kevin Wagner to approve the November Board meeting minutes and it was seconded by Terri Stallone. The motion carried unanimously.

President's Report: Brian Nugent

1. The Association Donations are currently \$54,581, we are ahead YTD of last year by over \$1000. Brian feels we will definitely exceed our goal and last year's total.
2. The Association Donor list is now color-coded to indicate which request letter/ mailing elicited the donations.
3. We need a board member to become the Chair of Association for 2017.

Treasurer's Report: Kevin Wagner

1. The Library revenue still has a surplus over expenses. The vacant staff position and Association/fundraising money have helped the cash flow.
2. The Thun Trust and Berkshire Charitable Foundation donations will come in by the end of December. They will be credited on the December statement which will be distributed at our January Board meeting.

Corresponding Secretary: No Report

Librarian's Report: Colleen Stamm

1. Library Usage Statistics
 - a. Materials-circulation for October was 5,985 items. That was a 8% decrease from last November.
 - b. Overdrive eBooks- Overdrive had 87 downloads: down 29% from last year.
 - c. People- 5,874 people entered the library showing a 10% increase compared to last November.
 - d. Computer Users- there was 470 accesses for the month, a 11% increase compared to last year.
 - e. Children's programming- 278 patrons participated in the children's activities for a 40% decrease.
 - f. Adult Programming- 195 patrons took part in our activities. This is a 9% decrease from last November.
 - g. One Click Downloadable Audio- October had 29 downloads for a 21% increase.
 - h. AWE Early Literacy Stations- There was problem with the reporting tool. The statistics will be available at the January 2017 Board meeting.
 - i. Mango Languages- 24 patrons took advantage of the programs for a 48% decrease.

- j. Wireless Internet Users: 290 people used the library access for a 32% increase compared to last November.
- 2. The new Children's Librarian, Kristine Seibert, will officially start on December 27, 2016. Throughout the month of December, Kristine will be helping with annual traditions like the Tree Lighting, Holiday Trolley Tour, Gingerbread Build-off, etc.

Committee Reports:

Fundraising/Community Affairs: Terri Stallone

- The Holiday Basket Fundraiser netted \$3,828 in donations. 348 tickets were sold at 1/\$10 or 3/\$25. We raised \$953 more than last year.
- The Trolley Tours raised \$1,149, \$188 more than last year even though we ran only one trolley. We changed the ticket prices and added 'specialty' rides. We will try to get more community involvement in the event next year by having nursery sponsored house decorating and offer prizes. Perhaps we could have the riders vote.

Membership: No report

Building and Grounds:

- The Capital Improvement money needs to be dispersed by the end of the year but we are not ready to pay RestoreCore for repairs. Colleen will contact Phyllis Smith and Martha Hozey at the Wyomissing Borough to find out what our options are.
- We are waiting for an estimate for the old bathroom renovation from Greg Ciatto. The Wyomissing Borough has agreed to contribute \$10,000 toward the cost of the renovation.

Sponsorship: Brian Nugent

- Colleen Stamm and Ann Sheehan are working on producing a list of library programs or events that we could solicit local businesses to sponsor.

Adult Programming: Brian Nugent

- The Veteran's Speaker Series will be hosting Evald Holtz next month. Mr. Holtz was born in Germany, but fled the country with his family at the start of World War I. He joined the Army during World War II and served as an interpreter. Mr. Holtz is 103 years old.
- There are more programs in the works for the new year. We plan to offer more programs than previous years.

Nominating: Brian Nugent

- We have two people willing to join the board in January. The executive board will meet with the candidates to discuss their responsibilities. We will vote on them at the January Board meeting.

The Finance: No report

Personnel:

- The new Children's Librarian, Kristine Seibert, will start Tuesday, December 27, 2016.
- The library is currently understaffed at the moment; a part-time employee is injured and can't work, a full-time staff member is on maternity leave, and we don't currently have a full time children's librarian. To alleviate some of the staffing problems, the summer intern will be joining the staff during her winter break.

Unfinished Business: No report

New Business: The board extends a heartfelt thank you to Louise Cramp for her hard work and years of service to the Wyomissing Public Library. This was her last board meeting.

Meeting is adjourned at 7:45 pm

Meeting Minutes submitted by Terri Stallone