

**Wyomissing Public Library  
Board Meeting  
November 20, 2017**

Called to Order at 7:03pm by Terri Stallone.

**Attendance:** Kevin Wagner, Lori Smerek, Lisa Banco, Joe DeMarte, Karen Oxholm, Colleen Stamm, Catharine Lentz, Margaret Vath, Greg Ciatto, Terri Stallone, Sharon Gechter, Jaime Slotkin, Colette Huber and Dan Phelps.

A MOTION was made by Lisa Banco to approve the October Board meeting minutes and it was seconded by Joe DeMarte. The motion carried unanimously.

**President's Report:** Terri Stallone

- The Building Ownership committee met with Wyomissing Borough on 10/18/17 to explore the option of the Wyomissing Borough acquiring the library property. Terri said the meeting went well and we are in the beginning stages of talking with the borough about this matter.
  - Sharon Gechter expressed some concerns about the library selling the building to the Wyomissing Borough. Colleen Stamm explained that the Board gave approval to begin discussions with the Wyomissing Borough and formed a small committee at our September Board meeting. And at the October Board meeting, the Board approved and signed a resolution giving the Building Ownership committee permission to negotiate with the Wyomissing Borough on this matter.

**Treasurer's Report:** Kevin Wagner

1. Association contributions are down \$6,000. The Association committee is currently working on mailing another letter in November.
2. We received notification from Berkshire Charitable Foundation that our \$10,000 request was approved. We should receive the donation in December.
3. The library paid \$1,430 in October for the down payment for the Main Desk refinishing. The work will be completed before the end of the year.
4. The library received notification from the IRS that they approved our abatement letter and are removing the penalty charge for filing our 2015 Form 990 late. The library will receive a refund of \$4360 within 4-6 weeks.

**Corresponding Secretary:** Colette Huber

- A card of thanks was received from Lori Smerek, Board member.

**Librarian's Report:** Colleen Stamm, absent, Terri Stallone

1. Library Usage Statistics October 2017:
  - a. Materials-circulation was 5526 items. That was a 15% decrease from last year. YTD circulation is only down 4%.
  - b. Overdrive eBooks- Overdrive had 147 downloads: up 32% from last year.
  - c. People- 5287 people entered the library showing a 11% increase.
  - d. Computer Users- there was 510 accesses for the month, an 3% decrease.
  - e. Children's programming- 652 patrons participated in the children's activities; a 93% increase. YTD Children's programming is up 15%.
  - f. Adult Programming- 309 patrons took part in our activities. This is a 17% decrease from last year. YTD adult programming is down 10%.
  - g. One Click Downloadable Audio- 44 downloads; a 4% decrease.
  - h. AWE Early Literacy Stations- 133 sessions. Statistics decreased 10%.

- i. Mango Languages- 155 patrons took advantage of the program for a 278% increase.
  - j. Wireless Internet Users: 302 people used the library access for a 26% increase. YTD wireless users are up 29%.
2. The library received a grant from Berks Arts Council for teach art classes in April 2018. We have an instructor lined up to teach a drawing class, painting class and pastel class. The grant will help provide funding for the instructor and supplies, and allows the library to offer the program for a small fee of only \$5 per class.

### **Committee Reports:**

1. Fundraising/Community Affairs: Colette Huber
  - a. The library is still looking for venue for the 2018 Kentucky Derby Party. Colette asked board members to consider hosting or help acquire a venue for this fundraising event.
  - b. Lisa Banco reminded board members that the Holiday Basket Fundraiser tickets and money are due as soon as possible.
  - c. Trolley Tour is 12/8/17 from 5-9pm. The committee is looking for volunteers to help with this event. Kristine Seibert will make Santa gift bags for children on Santa trolley rides and will have crafts for children.
  - d. The committee is looking for volunteers to help sell Holiday Basket tickets Trolley Tour tickets at the Stone House during The Lighting of the Greens on 12/2 from 3-5pm.
  - e. Colleen Stamm told the board about a new fundraiser this year, "Bows 4 Books." Bows are on sale now at the main desk for \$5. One of the library's patrons came to Colleen with this fundraising idea and offered to make and donate all the bows.
2. Membership: Jaime Slotkin
  - a. First Association thank-you cocktail party was held on 10/20. Attendance was between 30-35. The committee felt the event was successful and will try hosting this event again in 2018.
  - b. The committee is working on mailing another Association letter to donors who have given in the past, but haven't given yet this year. The letter should be mailed by 11/25/17.
  - c. The committee is exploring the feasibility of adding a "donate now" button to the library's website.
3. Sponsorship: Jacob Stein (absent)
  - a. No Report
4. Buildings & Grounds: Greg Ciatto
  - a. The bathroom renovation is almost done. Just need to paint the bathrooms and install new fixtures.
  - b. The termite damage was fixed by Doug Weaver. The new wooden panel was installed and painted to match the existing trim.
5. Nominating: Joe DeMarte
  - a. The Nominating committee presented the following slate of officers for 2018:
    - i. President: Terri Stallone
    - ii. Vice-President: Kurt Althouse
    - iii. Treasurer: Kevin Wagner
    - iv. Recording Secretary: Colette Huber
 This slate will be voted on at the December Board meeting.
6. Finance: Kevin Wagner
  - a. (see Treasurer's Report)
7. Personnel: Terri Stallone
  - a. No Report

**Unfinished Business**

None.

**New Business**

None.

Meeting adjourned at 8:09 pm.

Meeting minutes submitted by Colette Huber.

**Next Executive Board Meeting: December 11, 2017 @ 7:00 p.m.**

**Next Board Meeting: December 18, 2017 @ 7:00 p.m.**