

**Wyomissing Public Library  
Board Meeting  
April 16, 2018**

Called to Order at 7:02 p.m. by Terri Stallone.

**Board Members Present:** Jaime Slotkin, Margaret Vath, Lisa Banco, Karen Oxholm, Greg Ciatto, Lori Smerek, Jeff Herb, Mark Ratcliffe, Kevin Wagner, Kurt Althouse, Colette Huber, Terri Stallone, and Bill Jenckes (Borough Representative).

**Library Director:** Colleen Stamm

A MOTION was made by Terri Stallone to approve the March 2018 Board meeting minutes and it was seconded by Lori Smerek. The motion carried unanimously.

**President's Report:** Terri Stallone

1. The Volunteer Luncheon was very nice. We had 30 people attend the event. Terri thanked everyone who helped put the event together and make it a wonderful luncheon for everyone to enjoy. Colette Huber will have more details in her Fundraising/Community Affairs.
2. Terri welcomed three new members to the Board of Directors: Mark Ratcliffe, Amy Auchenbach, and Jeff Herb. Each board member went around the table and introduced themselves.

**Treasurer's Report:** Kevin Wagner

1. Income is down significantly compared to last year (about 18%). Sponsorship is down almost \$5,000 compared to 2017. We need to get the Sponsorship and Association letters in the mail as soon as possible.

**Corresponding Secretary:** Colette Huber

1. No report.

**Librarian's Report:** Colleen Stamm

1. Library Usage Statistics for March 2018:
  - a. Materials circulation: 5,334 items. That was a 15% decrease from last year.
  - b. Overdrive eBooks: 182 downloads; up 50% from last year.
  - c. People: 4,869 people entered the library. This is a 1% decrease compared to previous year.
  - d. Computer Users: there was 390 accesses for the month; a 12% decrease.
  - e. Children's programming: 454 patrons participated in the children's activities; a 31% decrease.
  - f. Adult Programming: 298 patrons took part in our activities. This is a 5% decrease from last year.
  - g. One Click Downloadable Audio: 34 downloads ; a 10% increase compared to last year.
  - h. AWE Early Literacy Stations: 120 accesses. Statistics decreased 34%.
  - i. Mango Languages: 112 patrons took advantage of this program; a 155% increase compared to 2017.
  - j. Wireless Internet Users: 242 people used the library Wi-Fi access; a 10% decrease compared to previous year.
2. Due to the inclement weather in March, it was a tough month for programming at the library. Kristine Seibert had to cancel 5 children's programs due to snow/ice. And the Reading Is Fundamental program, which the library participates in at the Wyomissing Hills Elementary School, was canceled due to snow. We also had to reschedule two Great Decisions programs in April.

3. The Library hired a new part-time library assistant. Wade Stallone started working the last week in March. Alison Lashinsky, our summer intern, will return in mid-May to help at the circulation desk again this summer.
4. The Library received notification from the Estate of Marguerite Veil that she left the library \$5,000 in her will. The Executive committee will discuss how invest this generous donation.

**Committee Reports:**

1. Fundraising/Community Affairs: Colette Huber
  - a. Volunteer Appreciation Luncheon was very successful. We had 30 volunteers, board members, and staff members attend the event. The sandwiches were from Gourmand and the Fundraising/Community Affairs committee made salads and desserts.
  - b. Derby Party is Saturday May 5 from 5-9 pm at Eric and Kathleen Schippers. As of today, we have 56 people registered. Board members were asked to spread the word about this fundraising event. Colette passed around a volunteer sign-up sheet for Derby and also a list for board members to register for the event.
2. Membership: Jaime Slotkin
  - a. The Spring Association letter was written and sent to the printer. The letter will be mailed to all Wyomissing and Wyomissing Hills residents; around 4,000 pieces of mail. Due to bulk mail regulations we are not able to put notes on these letters. The letter should be at the post office by the end of April or the beginning of May. The Fall Association mailing is much smaller, and we will be asking board members to help write notes on all those letters.
3. Sponsorship: Scott Brower (absent) – Colleen Stamm
  - a. The sponsorship letter is written and Ann Sheehan is working on printing letters for board member’s to put notes on. The committee will start by sending letters to past Sponsors. If anyone has any suggestions for potential sponsors, please contact Colleen Stamm or Ann Sheehan.
  - b. Terri Stallone sent a letter to Customers Bank in March asking them to Sponsor the Early Childhood Literacy program for \$5,000.
  - c. Bill Jenckes noted that there is an upcoming business meet and greet on April 26. Bill will talk with the organizers about informing local businesses about library sponsorships.
4. Buildings & Grounds: Greg Ciatto
  - a. No Report.
5. Nominating: Joe DeMarte
  - a. No Report.
6. Finance: Kevin Wagner
  - a. See Treasurer’s Report.
7. Personnel: Terri Stallone
  - a. No Report.

**Unfinished Business**

1. Terri Stallone reported that the Building Ownership Committee (Terri Stallone, Kurt Althouse, Kevin Wagner, Greg Ciatto and Colleen Stamm) met with representatives from the Borough of Wyomissing on 3/20/2018 to discuss the initial proposal we received from the Borough Solicitor. The committee brought up some concerns about the length of the lease and the library’s annual appropriation. It appears that it is likely that an agreement will be reached before the end of the 2018 calendar year. As more details become available, the committee will share them with the board.
2. The historical Thun and Janssen book is nearing completion. The library received a \$3,000 donation from the Henry Janssen Foundation and \$10,000 donation from The Wyomissing Foundation to help pay for printing and distribution costs. Since the library does not have enough

room to store the books, Greg Ciatto from Ciatto Construction generously offered to store the books at his warehouse. The books are set to be delivered in the next 4-5 weeks. Margaret Vath offered to help with distribution of the books. Ann Sheehan has spoken with Barry Kauffman, the author of the book, to schedule a program and book signing. Colleen Stamm will provide more details as they become available.

**New Business**

None.

Meeting adjourned at 7:42 p.m.

Meeting Minutes submitted by Colette Huber

**Next Executive Board Meeting: May 14, 2018 @ 7:00pm**

**Next Board Meeting: May 21, 2018 @ 7:00pm**