

**Wyomissing Public Library
Board Meeting
December 17, 2018**

The meeting was called to Order at 7:05 p.m. by Kurt Althouse.

Board Members Present:

Lindsay Romeo, Vicki Jenckes, Kurt Althouse, Joe DeMarte, Marge Vath, Kevin Wagner, Greg Ciatto, Catherine Lentz, Mark Ratcliff, Amy Auchenbach, Jeff Herb, Jody Menon (Borough Representative), Lori Smerek, Lisa Banco, Jamie Slotkin, Karen Oxholm. Visitor – Adriane Hoke.

Library Director: Colleen Stamm

A MOTION was made by Mark Ratcliff to approve the November 2018 Board meeting minutes and it was seconded by Vicki Jenckes. The motion carried unanimously.

President's Report: Kurt Althouse

1. This is the last meeting for Kevin Wagner, Lisa Banco and Karen Oxholm as their terms are ending. Kurt thanked them for their faithful service to the Board.
2. We welcomed Lindsay Romeo as a new Board member.

Treasurer's Report: Kevin Wagner

1. There was a deficit in November as there were 3 paychecks with salaries and benefits.
2. Colleen is working at spending down all State allocations before the end of the year.
3. We received a \$10,000 grant from the Berkshire Charitable Foundation in December.
4. A reminder was made to Board members who still need to provide their \$100 Membership donation for 2018.
5. Sales continue on the Thun/Janssen Book, with an e-mail reminder going out to suggest the book as a great last-minute Christmas gift. The book will be featured in the January issue of the Wyomissing Neighbors Magazine.

Corresponding Secretary:

No report.

Librarian's Report: Colleen Stamm

1. Library Usage Statistics for November 2018:
 - a. Materials circulation: 5024 items. That was a 5% decrease from last year.
 - b. Overdrive eBooks: 126 downloads; down 8% from last year.
 - c. People: 5931 people entered the library; 19% increase compared to previous year.
 - d. Computer Users: there was 422 accesses for the month; a 4% decrease.
 - e. Children's programming: 343 patrons participated in the children's activities; a 1% decrease. 2 programs were canceled this month due to inclement weather.
 - f. Adult Programming: 189 patrons took part in our activities. This is a 41% increase from last year.
 - g. One Click Downloadable Audio: 59 downloads; a 51% increase compared to last year.
 - h. AWE Early Literacy Stations: 143 accesses. This is a 1% increase compared to previous year.
 - i. Mango Languages: 68 patrons took advantage of this program; a 37% decrease compared to last year.
 - j. Wireless Internet Users: 288 people used the library Wi-Fi access; a 17% decrease compared to previous year.

- k. Hoopla: 74 accesses; a 311% increase compared to last year. Originally there was State money which was allocated to fund Hoopla. This money ran out in October. As of right now, only the Reading Public Library and the Wyomissing Pubic Library are continuing this service. We can cover the fees at this point because we pay per the download and there is no platform fee. A suggestion was made that the users be tracked to see if they are Association members.

Committee Reports:

1. Fundraising/Community Affairs: Lisa Banco reported
 - a. The Trolley Tour was sold out. The Santa was great and a fun evening was had by all. There was a profit of \$1446 this year thanks to 2 sponsors for the trolley, ROG Orthodontics and Orthopaedic Associates of Reading.
 - b. The Holiday Basket Raffle raised \$2117. The total was \$232 less than last year which easily could be due to the fact that the Lighting of the Greens was cancelled because of rain.
 - c. It is time to work on securing a home for the Derby Party. Suggestions were made and contacts are needed.
2. Membership: Jaime Slotkin
 - a. Association reminder letters were mailed on December 3. Donations usually increase as the year ends. Member totals are up but donation amounts have not increased.
 - b. For on-line donations we have switched to using PayPal as the fees are less than the previous company as well as being less cumbersome and more well known. The website and letters have been changed to use PayPal for donations. PayPal also allows for making a recurring donation. PayPal also has a charitable foundation where donors can choose from a list of charitable organizations to make a donation. The Wyomissing Public Library has applied to be added to the Foundation list.
3. Buildings & Grounds: Greg Ciatto
 - a. The heat was out in both sections of the library over the weekend of December 8 &9 with the temperature dropping into the 50's. It was fixed on Monday, December 10. Just an indication of the building's aging boiler.
4. Nominating: Joe DeMarte
 - a. The Nominating Committee presented the following slate of Officers for the 2019 term:
President: Kurt Althouse
Vice President: (vacant)
Treasurer: Vicki Jenckes
Secretary: Marge Vath
The Board of Directors unanimously approved this slate of officers, and will vote on this slate of officers at the 2018 Annual meeting.
5. Finance: Kevin Wagner
 - a. See Treasurer's Report.
6. Personnel:
 - a. Ann Sheehan has decided to continue with her library position overseeing the same activities as before.
 - b. Alison Lashinsky has resigned from her position as library assistant.
 - c. Melanie Miller was hired as a library assistant to replace Alison Lashinsky.

Unfinished Business

1. Regarding the relationship with the Borough of Wyomissing
Kurt Althouse made a motion to approve the execution of an Agreement of Sale and Lease in the form provided and to authorize the Executive Officers of the Library Board to execute and deliver such other documents as are necessary to transfer title of the Library building and real estate to the Borough of Wyomissing under and subject to the terms of the Lease and the Agreement of Sale.

A MOTION was made by Vicki Jenckes to approve this motion. It was seconded by Lori Smerek and Lisa Banco. The motion carried unanimously.

New Business

None.

Meeting adjourned at 7:40 p.m.

Meeting Minutes submitted by Marge Vath

Next Executive Board Meeting: January 21, 2019 at 6 PM.

Next Board Meeting: January 21, 2019 at 7 PM.