

**Wyomissing Public Library
Board Meeting
Monday, February 17, 2020**

The meeting was called to Order at 7:04 p.m. by Marge Vath.

Board Members Present: Connie Aikman, Amy Auchenbach, Greg Ciatto, Kara DeJohn, Ann Dybalski, Jeff Herb, Adriane Hoke, Diane Hollinger, Jean Hornberger, Vicki Jenckes, Anthony LaParo, Jody Menon, (Borough Representative), Mark Ratcliffe, Lindsay Romeo, Sharon Scullin, Marge Vath,

Library Director: Colleen Stamm

A MOTION was made by Vicki Jenckes to approve the January, 2020 Board meeting minutes and it was seconded by Mark Ratcliffe. The motion carried unanimously.

President's Report: Marge Vath

1. Marge welcomed all of our new board members: Anthony LaParo, Connie Aikman, Lauren Oswald, Jean Hornberger, and Ann Dybalski.
2. Marge distributed the new revised Wyomissing Public Library Trustee job description, which outlines clear expectations of board members. Contact the library director to request a copy.
3. Marge is working on updating and organizing committee notebooks. These notebooks will serve as a helpful tool for committees. The committee is expected to keep the notebook up to date.
4. Marge distributed information about PA Forward to each board member. PA Forward is a statewide initiative that was developed by the Pennsylvania Library Association to help strengthen libraries throughout the State. She encouraged board members to visit the website for more information at paforward.org.
5. Marge Vath and Colleen Stamm, who are members of the Strategic Planning committee, met with representatives from Country Meadows to inform them about all the services the library has to offer as well as seek input on ways we can help their residents.

Treasurer's Report: Vicki Jenckes

1. Operating budget was distributed and discussed. It was noted that all of the State funding shows on the report for January. The library received the funding in one payment in January. Vicki discussed changing the report and showing as a revenue each month so we have a clearer picture of the funding which needs to last throughout the year.
2. Vicki is working on updating the budget and cash flow report to reflect an accurate picture of the library's finances throughout the year.

Corresponding Secretary: Gregory Ciatto

1. No report

Librarian's Report: Colleen Stamm

1. Library Usage Statistics for January, 2020
 - a. Materials circulation: 5104 items. That is a 5 % decrease compared to the same month last year.
 - b. Overdrive eBooks: 140 downloads; a 22% decrease compared to the same month last year.
 - c. People: 4456 people entered the library; a 3% decrease compared to the same month last year.
 - d. Computer Users: There were 463 accesses for the month; a 18% increase compared to the same month last year.
 - e. Children's programming: 328 patrons participated in the children's activities. That is a 34% decrease compared to the same month last year.
 - f. Adult Programming: 177 patrons took part in our activities; a 37% decrease compared to the same month last year.
 - g. One Click Downloadable Audio: 49 downloads; a 48% increase compared to the same month last year.

- h. AWE Early Literacy Stations: 146 accesses; a 38% increase compared to the same month last year.
 - i. Mango Languages: 87 patrons took advantage of this program; a 31% decrease compared to the same month last year.
 - j. Wireless Internet Users: 308 people used the library's Wi-Fi access; a 17% increase compared to the same month last year.
 - k. Hoopla: there were 249 accesses for the month; a 51% increase compared to the same month last year.
2. The library received a \$5,640 grant from The Wyomissing Foundation to purchase and install five new staff computers.
 3. Colleen discussed the pros and cons of the library joining the Berks County Public Library System. She distributed a report that outlined each pro and con. Colleen said that the Berks County Public Library System is not accepting new libraries at this time. The report was intended to inform new board members why the library board chose not to join the system.

Committee Reports:

1. Fundraising/Community Affairs:
 - a. Mark Ratcliffe announced that Derby party tickets are on sale now. So far, the library has sold 4 tickets online. Board members were asked to spread the word about this signature fundraiser.
 - b. The library is planning to offer games of chance at the Derby Party. The library currently has a gaming license for these additional fundraisers.
 - c. Adriane Hoke announced that the Volunteer Luncheon will be held Thursday, April 23 at 1:00 p.m. in the library's community room. We estimate there should be about 30 people at luncheon.
2. Membership: Lindsay Romeo
 - a. The committee continues to work with Alan Shirk from Shirk Communications. The committee approved the cost for Alan to layout and print the mailer. The committee is hoping to have a proof of the mailer by Friday, February 21.
 - b. There was some discussion about the best time to distribute the mailer.
3. Corporate Sponsorship: Vicki Jenckes
 - a. Vicki reached out to an anonymous donor who is interested in helping out the library.
4. Nominating: Diane Hollinger

After a brief background about Dave Hershey, the following nomination was made:

 - a. Diane Hollinger made a MOTION to nominate Dave Hershey to fill an At-large (non-voting) position on the board. It was seconded by Anthony Laparo. The motion carried unanimously.
5. Finance: Vicki Jenckes
 - a. See Treasurer's Report
 - b. The finance committee is planning to meet briefly after the board meeting.
6. Personnel: Colleen Stamm
 - a. no report

Unfinished Business

1. The 2020 Board of Directors list, including contact information, was distributed. Several board members announced that there were mistakes or additions to their contact information. Colleen recorded all the corrections/additions and will distribute a new copy to board members via email.

New Business

None

Meeting adjourned at 8:00 p.m.

Meeting Minutes submitted by Gregory Ciatto

Next Executive Board Meeting: March 16, 2020 at 6:00 p.m.

Next Board Meeting: March 16, 2020 at 7:00 p.m.