

**Wyomissing Public Library  
Board Meeting  
October 16, 2017**

Called to Order at 7:05pm by Terri Stallone.

**Attendance:** Terri Stallone, Joe DeMarte, Kurt Althouse, Margaret Vath, Jaime Slotkin, Colette Huber, Karen Oxholm, Lisa Banco, Catharine Lentz, Kevin Wagner, and Mike Forrester.

A MOTION was made by Terri Stallone to approve the September Board meeting minutes and it was seconded by Colette Huber. The motion carried unanimously.

**President's Report:** Terri Stallone

- Terri informed board that Colleen Stamm was at the Pennsylvania Library Association conference and would not be attending the meeting.
- Terri announced that we will be discussing the 2018 budget tonight. The budget must be approved at tonight's meeting.

**Treasurer's Report:** Kevin Wagner

1. Kevin presented the 2018 Budget. The Board members discussed several lines in the budget:
  - a. Account number 4210, Library Materials, must be 12% of operating budget in order to be eligible for State funding.
  - b. Account number 3110, 3120, 3130, 3150-usually come in December.
2. A MOTION was made by Terri Stallone to approve the 2018 Budget and it was seconded by Kurt Althouse. The motion carried unanimously.

**Corresponding Secretary:** Colette Huber

- Colette continues to personally sign association donation letters.

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

1. Library Usage Statistics
  - a. Materials-circulation for September was 5265 items. That was a 24% decrease from last year. YTD circulation is only down 3%.
  - b. Overdrive eBooks- Overdrive had 160 downloads: up 25% from last year.
  - c. People- 6875 people entered the library showing a 21% increase.
  - d. Computer Users- there was 444 accesses for the month of August, an 11% decrease.
  - e. Children's programming- 301 patrons participated in the children's activities; a 18% decrease. YTD Children's programming is up 11%.
  - f. Adult Programming- 217 patrons took part in our activities. This is a 48% decrease from last September. YTD adult programming is down 9%.
  - g. One Click Downloadable Audio- August had 51 downloads ; a 24% increase.
  - h. AWE Early Literacy Stations- 105 for September. Statistics decreased 48%.
  - i. Mango Languages- 116 patrons took advantage of the program for a 147% increase.
  - j. Wireless Internet Users: 253 people used the library access for a 14% increase. YTD wireless users are up 30%.
2. Blinds and Designs installed new curtains in community room. The curtains were generously donated by Blinds & Designs.
3. Colleen Stamm and Ann Sheehan worked on grant with Curt Minnich, WASD Computer Dept. Chair. They submitted a \$20,000 grant to American Library Association for the Ready to Code -Phase III. The grant covers staff and devices needed to offer a coding program at the library. Grant notification will be sent by late October. The program focuses on programming for young adults and teens.

### **Committee Reports:**

1. Fundraising/Community Affairs: Colette Huber
  - a. Lisa Banco sent a donation sheet for Holiday Gift Basket items. Themed baskets- Stock the Bar, Wine, Mystery Wallet, and Children's basket (items donated by Greg Ciatto). Joe DeMarte will print tickets. Board members must sell tickets. Lisa will drop tickets off at board member's homes this week. She will have baskets completed and on display by 11/1/17.
  - b. Annual Trolley tour will be held on 12/8/17. The trolley has already been reserved.
2. Membership: Jaime Slotkin
  - a. Member cocktail party will be held on 10/21 from 5-7pm. Board members are encouraged to come and bring a non-member who is willing to potentially join the Association.
3. Sponsorship: Jacob Stein (absent)
  - a. No Report
4. Buildings & Grounds: Greg Ciatto, absent, Terri Stallone
  - a. Basement still damp, but clog has been located and now repaired.
  - b. All infrastructure/repairs for 2017-almost complete (termite and refinishing will be complete with the month)
  - c. Jaime Slotkin said Spayd's suggested we find old landscape renderings for a starting point for landscape project outside.
5. Nominating: Joe DeMarte
  - a. Anyone who is interested in President or Vice President positions should contact Joe.
  - b. New Board officers will be nominated at our November Board meeting.
6. Finance: Kevin Wagner
  - a. (see Treasurer's Report)
7. Personnel: Terri Stallone
  - a. No Report

### **Unfinished Business**

1. Terri Stallone, Kevin Wagner, Greg Ciatto, Kurt Althouse and Colleen Stamm are meeting with Wyomissing Borough representatives on 10/19/17 at 2:00 p.m. to discuss Building Ownership.
  - a. Mike Forrester of Borough Council discussed generally why the Borough would like to take over ownership of the library building.
  - b. Kurt Althouse wrote a resolution giving the committee members listed above permission to negotiate building ownership with representatives from the Wyomissing Borough. Kurt suggested that all board members sign the resolution to affirm that they approve the committee to act on behalf of the library board and relay information back to the board of directors.

### **New Business**

None.

Meeting adjourned at 7:57pm.

Meeting minutes submitted by Colette Huber.

**Next Executive Board Meeting: November 13, 2017 @ 7:00 p.m.**

**Next Board Meeting: November 20, 2017 @ 7:00 p.m.**