

March 14, <sup>th</sup> 2000

Monthly meeting of the Womelodorf Community Library Trustees.

The meeting was held this evening at 7:00 pm. Present were Kathy Polcrack, Rozanne Meredith, Harriet Crimes, LaRue Hartman, Suzanne Seyler, Louise Miller, Sally Gibson ~~and~~ Alan Schaeztle and Sondra Westbrook. The minutes were approved as read.

The treasurer's report was accepted subject to audit. The correspondence secretary, Sally Gibson reported sending thank yous to the Conrad Weiser Rotary Club, Janet Kerkli & Conrad Weiser Lions Club for donations.

The Librarian's report - circulation for Feb was 1,249.

At the Librarian's request a motion was made by LaRue Hartman to close the Library on Easter Sunday. It was seconded by Louise Miller and passed.

Discussion was held concerning where to store the certificates of deposit. Larue Miller will look into storing them at the Lebanon Valley bank and the Librarian will check the Library for a secure place.

The Librarian requested that we secure the services of a collection agency to retrieve seriously delinquent books. A final notice by certified mail is sometimes returned and the phone is disconnected. If several books are missing or important books are missing the only way to retrieve them would be through a collection agency. A motion was made to set up a collection agency for serious collections problems to be used at the Librarian's discretion, by LaRue Hartman, seconded by Harriet Crimes and passed.

Sondra has attended a Security Workshop. Several suggestions were made. The first was that no one should work in the library alone. Secondly there should be a speed dial on the phone programmed for 911. They also suggested that the Library post a theft law in the Library and that the Rules of Conduct also be posted. We have received the printer from the Gates Foundation. The four new computers will be arriving soon. We need to decide where to put these computers and we need tables or stands to put them on.

Report from Alan Schaezle from Borough Council. The grant for roof repairs has been handed over to the borough engineers. He will be handling the bids and the application process.

Report from "Friends of the Library" The group will be meeting every 2<sup>nd</sup> Tuesday at 1:00 pm. Dues will be \$2.00/year. They have elected four officers and a steering committee of 12 members. The events for this spring will be "Plan an Herb Garden" on March 21<sup>st</sup>, "Meet Children's Book author Deborah Heiligman" on April 26<sup>th</sup>, "Meet mystery author Julie Rhinehart" on May 2<sup>nd</sup> and the Book Sale in June as well as the "Tall Ship's Trip" to Baltimore, June 25<sup>th</sup>. The cost of the trip will be \$15.00/person. The group has asked Harriet

Crimes to approach the Womelsdorf Girl Scouts to distribute the flyers. The group is also thinking of having an exhibit for Community Days in Womelsdorf and Community Days at the High School in May.

Incorporation issue. We have now an EIN, Employer Identification number, Articles of Incorporation and new Bylaws. The incorporation will take a few months before it is initiated, at which time an official presentation will be made by our lawyers. A motion was made by Harriet Crimes, that we have three trustees who will be able to sign checks, Rozanne Meredith, Suzanne Seyler, and Kathy Polcrack. Seconded by Larue Hartman & passed.

A report was made by Harriet Crimes concerning the Berks Library Systems Meeting on Feb 16, 2000. (See attached report)

Report by Harriet Crimes concerning recognition of former Board Members. It was decided that Harriet would bring the chosen award to the next Trustees meeting.

Larue Hartman and Suzanne Seyler will attend the Pennsylvania Library Trustee's Convention, April 7 & 8, 2000 at Hershey.

Move to adjourn was made by Sally Gibson; seconded by Larue Hartman, passed.

Respectfully submitted  
Harriet Crimes