

Meeting of the Womelsdorf Community Library Board of Trustees

The meeting was called to order April 11, 2000 at 7:00pm.

Present were Kathy Polcrack, President, Suzanne Seyler, Harriet Grimes, Rozanne Meredith, LaRue Hartman, Louise Miller, Alan Schaetzle, representing the borough and Sondra Westbrook, the library.

Minutes of March meeting- correction on first page- LaRue Hartman, not Miller, will look into storing... Correction on 2nd page should read : "On May 2nd, Julie Rinehart, Systems Director, will give a program on mystery writers. Delete : 'Meet mystery author Julie Rinehart on May 2nd' A motion was made to correct minutes as above, by Suzanne Seyler, Seconded by Harriet Grimes, passed.

The treasurer's report was accepted subject to audit.

A report was made concerning the monthly Berks Systems meeting by Suzanne Seyler. There was discussion concerning the filtering of internet access on computers. If passed, Bill 4 would require limiting access and funding could be stopped if Libraries did not comply. All System libraries are now connected to the net. There has been some experimentation with wireless and laptop computers. These were purchased with extra Gates Foundation money and refunds from the internet service.

Report of the Annual PA Trustees Meeting in Hershey April 7 and 8, By LaRue Hartman and Suzanne Seyler- The meeting was interesting and informative. Criteria for excellence have been changed. The per capita funding has increased from \$5 to \$7.50. Library operation should also total at least 35 hours per week. These criteria should be met by June 30th, 2001. In regards to computer access, libraries should consider themselves the bridge between those who have and those who do not have Libraries should consider offering training for net use. Electronic books are now available on the net. Libraries need to find a way to add use of computers to circulation data. Our library Trustees should have : "Handbook for Library Trustees". There was discussion on the subject of fiscal responsibility. Some libraries have their funds invested in the State Invest Program (SIP) because you can withdraw it easily. It was suggested that libraries use the PA Public Library Accounting Manual, as a model for their own fiscal system. It was stated that Trustees should frequently review and compare financial reports to the budget. The more LFE we use, the more State funds we will be eligible for. It was stated that we must have an audit every 3 years. It was suggested that Boards of Trustees carry Director and Officer Insurance due to the threat of legal action from internet access. It was brought up that if the library is under the auspices of the borough, that the borough audit would suffice. A suggestion was made that we check with Robesonia, how they manage their audit and then check with Systems. LaRue Hartman volunteered to look into this. It was stated that using "Planning for Results" was the best way to plan and implement goals and objectives. Next year's PA Library Board of Trustee meeting will be held April 6th and 7th, 2001 at Hershey.

Report from Sondra Westbrook, Librarian. Circulation for March was 1,510, our best ever. Last year's was 808. It will be necessary to remove the display case to accommodate the new computers. We must also change the magazine rack. Tickets are now available for the Tall Ships Trip to Baltimore, at the library for \$15 per person for the bus. Sondra requested \$25 for a workshop in Harrisburg as part of her continuing education, "Staffing issues for the year 2000". The new computers tables are now here and need to be assembled. Alan Schaetzle volunteered to do this. Then we will need another line for Sondra's computer.

Report from Alan Schaetzle, Borough representative- The Trustees might consider investing in the PLIGIT account - a municipal investment program. The borough has agreed to pull shrubbery. Concerning the grant application for repairs, Julie Rinehart has asked for more detailed information on the cost of the new roof. We need her approval for the grant application. The grant process is continuing and must be submitted by 4/14/00.

Report from Friends of the Library by LaRue Hartman- The board will invite CW East and send a reminder to CW West students concerning the "Meet the author" night. There will be a need for people to sell and make change. A motion was made by LaRue Hartman to advance \$100 in change to the Friends for the evening, seconded by Suzanne Seyler, passed. Kathy Polcrack will introduce the author. The program will run from 6:30 to 8:30. Other events : May 2nd, Julie Rinehart will give a presentation concerning mystery writers. June 3rd, Book Sale. The friends will be setting up a booth at both Community Days, at the High School and at the Town Park. Jane Steiner has agreed to maintain the flower beds outside the library. Tickets for the Tall Ship Trip are available now in the library or from Dian Beamesderfer. June 10th the Friends will host a tea for Volunteers. The Senior Girl Scouts have agreed to deliver the Friends' membership drive flyers.

The Lebanon Valley Bank will donate a safety deposit box to the library. Kathy Polcrack will check on maturation date of savings certificates to determine to if we want to change the investment .

There have been no new developments concerning Incorporation

We will purchase four clocks to be presented to the past trustees .The Board will host a luncheon at 4:00pm, Sunday May 7th. We estimate an attendance of 17 people or less. Arrangements will be made for food by Kathy Polcrack. Linda Preston will be contacted concerning publicity.

A motion to adjourn was by LaRue Hartman seconded by Rozanne Meredith. Adjourned.