

Womelsdorf Community Library Board of Trustees, October Meeting, Oct. 10th,2000.

Present:

Kathy Polcrack, President

Suzanne Seyler

Rozanne Meredith

Harriet Grimes

Alan Schaetzle, Borough Liaison

Sondra Westbrook, Librarian

The meeting was called to order at 7:00pm.

Minutes of Sept. Meeting, - correction- the meeting was called to order at 7:00pm. A motion was made by Suzanne Seyler to accept the minutes with the above correction, seconded by Kathy Polcrack and passed.

The treasurer's Aug. and Sept. reports were accepted subject to audit.

Correspondence- Letters were received from the borough accepting Carol Hugar's pay raise, the hiring of a third Librarian, Bonnie Sharrer and the resignation of Sally Gibson from the Board.

A Thank you card was received from Carol Hugar for the flowers.

Librarian's Report-

Circulation for Sept.2000 was 1,320, for Sept. 1999 it was 870.

We received a refund of \$45.00 for the registration fee for the PALA Conference that Carol Hugar was unable to attend.

A motion was made by Suzanne Seyler to purchase two rotating magazine racks of Sondra's choice, seconded by Kathy Polcrack and passed.

System Meeting-

The system will hold back the Quarterly check and use this money to purchase books as a system for our library. We will be sent what is left after the purchases. Kathy and Louise will be going to the Trustee Workshop.

From the Borough-

The Mayor wanted to know whether background checks were made for new employees. Bonnie Sharrer is working for the Exeter School District so the Board assumed that this has been done.

The Borough has no problem with the Board appointing someone to the Board who lives in our service area but not in the Borough.

Sensenig of Ephrata will be doing the roof work. We will have a better idea next month of when it will be completed and how much it will cost.

Friends Report-

Oct. 17th Charlie Adams' Visit- Friends are arranging for use of Zion U.C.C. that night, in the event that we have more people than the library can accommodate.

The Volunteer Appreciation Tea- everyone had a wonderful time and enjoyed touring the house.

Christmas Program- Friends is thinking of having the Choraleers or some other music entertainment.

The bench for outside was ordered.

The Community Breakfast by Conrad Weiser Rotary Club is October 22nd and will benefit the three libraries. Board members provide baked goods and sales staff.

Zinn's Insurance-

He has requested a dollar value for the collection and furnishings.

We can get coverage for computers for \$250.00.

Workman's Compensation is calculated based on salaries. Alan will check whether the Borough is paying compensation for our employees. Alan will also find out how much the police department's office equipment is worth.

Personnel Policy-

Rozanne Meredith made a motion to approve the Personnel Policy changes, Kathy Polcrack seconded, passed.

Service Policy-

Kathy Polcrack made a motion to pass the Service Policy changes, seconded by Suzanne Seyler and passed.

Mission Statement-reviewed, no changes needed.

Five-Year Plan –

Harriet Grimes made a motion that a new goal be added to our 5 Year Plan, that training on the use of the computers for the public be provided, seconded by Suzanne Seyler and passed.

Pre-school Program-

Kathy Polcrack will check with the Tri- County Readers concerning their program..

Harriet Grimes is looking into programs for preschoolers, infants and their parents to encourage library use and reading. Sondra has helped with finding information.

1999 Audit-

The audit for 1999 was completed with only one recommendation for improvement by the auditor, which is a credit to the work of Sharon Greth, the Treasurer during this time. We have not received the bill yet. Five hundred dollars was sent to the IRS for the tax-exempt status, registration fee.

There is a vacancy on the Board. Joanne Deck and Diane Beamesderfer were suggested as good candidates for the position. They will be approached.

A motion was made to adjourn by Harriet Grimes, seconded by Suzanne Seyler and passed.

Respectfully Submitted,
Harriet Grimes