

Womelsdorf Community Library Board of Trustees Meeting-Aug. 13<sup>th</sup>, 2001

Present:

Suzanne Seyler, Vice-President  
Dian Beamesderfer  
LaRue Hartman  
Louise Miller  
Harriet Grimes

Minutes of June Board Meeting – Motion by Larue to approve the minutes as written, seconded by Dian, passed.

Treasurer's Report-accepted subject to audit.

We have framed the work of Matt Novak, the illustrator. Harriet will take care of hanging it in the library.

Correspondence- Donations totaling \$305 in memory of Joanna Ested have been received. A suggestion was made that mention of the donation be made in the next issue of the Womelsdorf Newsletter as a thank you to all who contributed.

Discussion was held concerning the decorating of the Library. A suggestion was made that perhaps Becky Johnston would be interested in making a quilt to hang on the wall behind the desk. Each square could illustrate a different service or characteristic of the library, such as children's lit., local history, mysteries, research, computers, etc. Harriet offered to contact Becky.

Librarian's Report

Circulation: June 2000- 1,949      June 2001- 2,427  
                  July 2000- 2,018      July 2001- 2,505

There was a problem one Saturday, staff did not arrive to open the library. Kathy Polcrack was in the library working at the time and she stayed after trying to reach staff unsuccessfully. The problem seems to have been an error in communication. Carol has now posted the staff's schedule on her desk as well as on the bulletin board in case something happens again and in order to avoid any confusion.

The schedule is worked out for Saturday, Kay works every other, Cathy Sauber every other, alternating with Kay and Carol fills in as needed. Everyone is happy with that arrangement. Personnel issues were discussed.

Shelving- Carol has received 3 options for the reference shelves from Storage Tek Inc. The company had come in to assess our needs. The board chose Option #1 and agreed to go ahead and have them installed. It was also suggested that an estimate be made for the video and talking books shelves.

## Report from Friends

Sept. 13<sup>th</sup>- Program on Charming Forge

Oct. 10<sup>th</sup>- Sleepy Hollow in conjunction with the other libraries, Robesonia and Wernersville.

Nov. 7<sup>th</sup>- Origami

Dec. 2<sup>nd</sup> Trip to Longwood Gardens

Dec. 9<sup>th</sup> Annual Christmas Tea and musical.

Friends will be purchasing signboard . Board stated that this is a Library purchase and should be covered by the Board. Harriet will go to Brown's to buy Board.

Mary Jane Skeen will be starting the Book Discussion Group the 3<sup>rd</sup> Tuesday in October.

The next Friends meeting will be Sept. 11<sup>th</sup>.

The trip to Huntington was full and everyone enjoyed the wonderful <sup>sp.</sup> (deserts) The trip made \$260 in profit.

The trip to Longwood Garden will cost \$25.00, will leave at 1:00pm and leave the gardens at 7:30pm.

The Friends are thinking of organizing an Adult Program that would be free, such as Cathy Chemi, they would like the Board to sponsor the program. The Board agreed.

The Friends are organizing the Volunteer Appreciation Event. It will be called: "Sunday in the Park". Friends would like the Board to pay for this. LaLue made a motion to sponsor "Sunday in the Park", Louise seconded, passed. The date will be Sept. 17<sup>th</sup>, from 6:30 to 7:30. in the Town Park.

## Systems Report

June 20<sup>th</sup>-From Harriet

There are Grants available for tuition reimbursement.

Audit and reviews are due Oct. 1<sup>st</sup>. Any library with a budget larger that \$50,000 must have an audit that year they pass the threshold.

The System is considering renting space in a building on route 61.

The Children's Bookmobile contract has been awarded to Matthews.

The Data Base Cleanup has been done, updates will be entered.

As of June 4<sup>th</sup>, we have daily System delivery.

State Reports are all in.

Report from Marketing by Nancy

- Newsletter, Edit copy and other services are available from System.

- The High School Survey will be done in the fall.

- Report from Focus Groups- The Focus Groups were supportive of staff.

Complaints centered on facilities. Libraries are on the move. People use the library as family groups. There should be more Audio Tapes for men such as nonfiction and How-to books. The general public has no idea of how libraries are funded. The use of computers in the library is affecting the Senior volunteer base. Libraries need bold, attention drawing marketing, because libraries are known as old places.

There have been precedents set, in the State, for subsidizing a benefit package for employees. We will be checking this out.

July 18<sup>th</sup>- From ~~LaRue~~ *Louise*

The Board approved the System Budget.

There have been problems with the old and new computer Systems transfer.

The suggestion of renting office space on Route 61 has proved to be too expensive, A new building may be built instead, on County land.

The Children's Bookmobile will be delivered shortly. There is a contest in progress to name it and to design the outside.

The Reading Library made a mistake in its financial report last year which has now been corrected. The correction resolved the problem with State Funding.

Womelsdorf has an operating budget of \$45,378.00 which must be spent.

The Board established a redecorating committee composed of Dian and Harriet.

Review of Policies:

Policy on Internet Access - no changes

Service Policies – no changes

Reference Policies – no changes


Collection Development Policies – no changes.

Personnel Policies - changes have been made and we are still working on job descriptions and evaluations. Final policy will be reviewed next month.

Budget Committee is still working.

Harriet has been in touch with Stacy Ressler of the Conrad Weiser Teacher's Union. They have been sending a book out to parents of newborns. The book explains the importance of reading to your baby. The names and addresses have been found by teachers checking the birth announcements in the paper, then looking in the phone book for addresses. The Union is considering asking the school district to allow them to use the property tax records to get a more complete address list. Harriet suggested that the library could make up an invitation to parents to come to the library to take out a library card for the baby and receive a free book for the baby. The Teacher's Union was enthusiastic about this idea and suggested that the Robesonia and Wernersville Libraries might also like to participate. LaRue made a motion that the library sponsor a registration program for babies, Louise seconded, passed. Harriet will contact the other libraries and let the Union know.

Harriet made a motion to adjourn, seconded by Suzanne, passed.



Respectfully Submitted,