

WOMELSDORF COMMUNITY LIBRARY BOARD MINUTES -- DECEMBER 16, 2008

PRESENT: C. Edwards; S. Feick; N. Hoekstra; H. Grimes; M. Motchenbacher; M. Namiotka; M. St. John

H. Grimes called the meeting to order at 7:00 p.m. The minutes were approved with a motion by C. Edwards and seconded by M. St. John. In the absence of L. Lewis, M. St. John recorded the minutes.

TREASURER'S REPORT:

After a review the Treasurer's Report was passed, subject to audit. Several items involving finance matters were brought to the table.

- Cory Pieffer was recommended as a payroll accountant with a fee approximately \$880 per year with a motion by S. Feick and seconded by N. Hoekstra. The motion carried.
- Focht Insurance was approved for Workman's Compensation Insurance at a fee of \$663 per year with a motion by N. Hoekstra and seconded by C. Edwards. The motion carried.
- A Tentative 2009 Budget was approved with a motion by N. Hoekstra and seconded by C. Edwards.
- Additional items required for the library were discussed since there was sufficient money in the budget. The following were approved with a motion by N. Hoekstra and seconded by S. Feick: Bookcases and other shelving made by B. Motchenbacher; a 6-foot step ladder; a humidifier for basement; and a lap top computer and laser printer.
- A discussion reviewed the appropriateness of end of the year gifts for the staff. On a motion by N. Hoekstra and seconded by S. Feick it was approved by those present to give Visa gift cards to the staff: M. Motchenbacher \$500 and other staff members \$250 each.

CORRESPONDENCE:

M. St. John reported on several thank you notes to persons who had donated time and gifts to the library.

BOROUGH LIAISON:

The basement door problem was discussed. It was decided to try to find some way to seal the narrow slit between the door and pavement for the winter.

LIAISON WITH FRIENDS:

M. St. John gave a report of the December meeting and plans for the 2009 activities of Friends.

SYSTEM MEETING:

Congratulations to Harriet Grimes who received the Trustee of the Year Award from the Berks County Public Libraries and Melanie Motchenbacher who received the Outstanding Program for the "My Own Book Program" from the Berks County Public Libraries.

The next Systems Meeting will be Wednesday January 21st at Shillington Library. M. St. John will attend.

KEYSTONE GRANT:

Curtis Moore, the library consultant has completed his report. Larry Smith of Olsen Design is reviewing the Historical Review material and will respond.

LIBRARIAN'S REPORT:

M. Motchenbacher recommended that since oil prices have dropped it may be advantageous to fill the tank at this time. There is approximately $\frac{3}{4}$ of a tank and a fill now should see us through most of the winter.

Charming Forge Boutique donated a percentage of their profits to the Library from Nov. 29th to Dec. 6th and have given the library a check for \$72.56.

The Friends Cookbook should go on sale about Dec. 22nd at a cost of \$12.99.

The Cadette Girl Scout Troop 1892 would like to do an overnite at the Library. M. Motchenbacher will be staying with them and the Scouts carry their own insurance.

NEW BUSINESS:

Board Executive positions for 2009:

- President: Mary Namiotka
- Vice President: Mary St. John
- Secretary/Corresponding Secretary: Lorelei Lewis
- Treasurer: Neal Hoekstra

Other Committees:

- Capital Campaign: Sharon Feick, Carolyn Edwards, and Harriet Grimes
- Liaison to Friends: Mary St. John
- 250th Anniversary: Harriet Grimes
- Building Committee: Melanie Motchenbacher
- Keystone Grant: Mary St. John and Harriet Grimes

The slate of officers and other committee members were approved on a motion by N. Hoekstra and seconded by S. Feick. All approved.

On a motion by S. Feick and a second by M. St. John the Board approve the following persons as appointed signatories on the checking account for the Board: Neil Hoekstra; Mary Namiotka; Carolyn Edwards; and Harriet Grimes.

OLD BUSINESS:

The DCED Grant (\$50,000) in Bank Grant period ends in 2009 will need an extension if to be used for building in 2010 or must be spent in 2009. The purpose of the money is for the fire tower.

Adjournment: S. Feick moved and M. St. John seconded, the motion passed.

Respectfully submitted,

Mary M. St. John