

Womelsdorf Community Library
Board of Trustees Minutes, October 23rd, 2012

Present: President Leonard Friedman, Vice President Stacy Hamilton, Treasurer Neal Hoekstra, Assistant Treasurer: Sharon Feick, member Harriet Grimes, member Lynda Gallo, Borough Council Liaison Carl Liptak, 5K-Run Coordinator Carolyn Edwards, potential Board member Tom Berger, Library Director Melanie Motchenbacher.

The meeting was called to order at 7pm.

The minutes of the previous Board meeting were approved.

Neal Hoekstra treasurer's report. Neal discussed 2013 budget and how we may reduce expenditures for 2013. Conserving electric by reducing the amount of night lights. Temperature reduction both in the summer and winter. An increase in copying fees for Black & White from 10 cents to 20 cents. Approved by H. Grimes and seconded by S. Hamilton. Faxes increased to \$2.00 a page. Also approved and seconded by H. Grimes and S. Hamilton. Motion for starting new fees Nov. 1, 2012. Vote to approve unanimous. A reduction in library hours starting Dec. 1, 2012. The new hours will be 35 operating hours per week. Monday, Tuesday, Thursday 11 am to 7pm, Wednesday 11 am to 4pm, Saturday, 10 am to 4 pm. Approved by L. Gallo and seconded by S. Hamilton. Library to post upcoming changes for December 2012.

L. Gallo approved by Borough of Womelsdorf for the Library Board of Trustees.
Introduction of Tom Berger potential Library Board Member.

Fundraising letter unanimously approved with small changes.

Review and approval of:

- a) Hours of Operation
- b) Service Policy
- c) Personnel Policy
- d) Collection Development Policy
- e) Reference Policy
- f) Internet Policy
- g) Whistleblower Policy
- h) Documents Retention Policy
- i) Mission Statement
- j) Long Range Goals –removed 250th Program
- k) Code of Conduct – replace Guide Dog with service animals
- l) By-Laws

Approved by H. Grimes and seconded by S. Feick

Evaluation Report for 2012 – Long Range Plans to be done by H. Grimes.

Performance evaluation of Melanie Motchenbacher to be done by L. Friendamn and S. Feick.

The following thank you letters that were sent out. Janet & Robert Kehrli \$200. Pam & Robert Calderone \$25. Womelsdorf Rod & Gun Club (golf tournament proceeds) \$500. Barry Jozwiak/Foxhorn Farms \$40 apple donation.

Library report submitted for review.

The board will be sending a letter to systems in regards to the Womelsdorf Community Library Friends Group and how we are to go about possible disbanding the group. The typical mission of a good Friends is to “support the library” through fundraising and advocacy.” This is a tacit agreement to also support the decision of the trustees and the library director. Unfortunately this is not the case with the Womelsdorf Friends.

Motion to adjourn. S. Hamilton and L. Gallo

Respectfully submitted,

Lynda Gallo