

Womelsdorf Community Library
Board of Trustee Minutes January 28, 2014

Present: President Leonard Friedman, Vice President Tom Berger, Treasurer Neal Hoekstra, Assistant Treasurer Sharon Feick, Member Irene Milligan, Library Director Joanna Smith, 5K Run Coordinator Carolyn Edwards, Community Member Bob Morris

Meeting was called to order at 6:30PM

December Meeting Minutes were changed to read that A savings account would be opened instead of that the idea was discussed. Wirth that correction the minutes were approved by a motion by N. Hoekstra 2nd by I. Milligan

Treasurers report was approved subject to audit by N. Hoekstra 2nd by I. Milligan . Neal reported that Melanie Motchenbacher's dues to the **American Library Association** were mistakenly paid. The money will be used to pay Joanna's dues.

Correspondence: No Correspondence read.

Library Report submitted and reviewed:

Statistics-

- 22.4% decline in Circulation from 2013
- 14% Decline in People Visits from 2013

Uniform Requirements and Responsibilities

Joanna is reviewing the Policy manual to ensure that all the required policies are in place.

Copier Machine quotes were reviewed. The board approved the purchase of a copier at a cost of \$796 by a motion given by Neal Hoekstra and seconded by I. Milligan.

Library Maintenance

Joanna reported that the heater is malfunctioning. Repairman stated the heating system is not up to code. She will be contacting the Borough on Thursday, January 29. She will also be contacting the borough to let them know about a light on the parking lot that is flickering.

2014 Program- Spirit of 14

In conjunction with the 10th Anniversary of the beginning of World War I a special program will be held on June 27 featuring books from that period, clothing, music and music.

Edge Assessment

Management and Leadership Tool for public Libraries that provides a snapshot of the Library's current public technology. Joanna has signed up to create an account with the assessment.

Request from Leigh Beamesderfer

Request that the Library be opened for an additional hour during the Summer reading program. Neal moved that the Library be open from 10:AM instead of 11. Sharon seconded the motion. Motion was approved.

- **Adventure of Jack and Max**

- **Library Partnership with Robesonia, Wernersville and Womelsdorf Libraries, and Trinity Lutheran Church with Children's author. \$50 Honorium will be given by the Womeldorf Library. Request approved with a Motion by I. Milligan and seconded by Sharon Feick. Approved by Board**

Friends Group-

- **Valentine's Tea- February 15 1PM-3PM**
- **Friends have agreed to purchase 8 new patron computer chairs**
- **Joanna has requested that the Friends sponsor a grand Finale prize for the Summer reading Program. Decision is pending**

Community Partnership

- Consistory for Zion UCC has asked the Library if there would be interest in being a part of their Strawberry Festival. The event would be a source of Fund Raising for both the church and the Library.
- Sharon suggested a Flea Market for the event.
- More suggestions will be proposed during the February Board meeting

System Meeting Report

New Business

The Raises were approved for the library employee by N. Hoekstra 2nd by T. Berger

Motion to Adjourn approved by N. Hoekstra 2nd by I. Milligan

Respectfully submitted,

L. Gallo