

Womelsdorf Community Library
Board of Trustees Meeting
February 24, 2015

Present: Irene Milligan, member; Sharon Feick, Asst. treasurer; Tim Krieder, member, Jan Aulenbach, member, Bob Morris, guest; Kay Nixon, acting Library Director; Cathy Sauber, acting Secretary;

Absent: Lynda Galo, President; Neal Hoekstra, Treasurer; Susan Stumm, Friends' President

The meeting was called to order at 6:40 pm.

There was no treasurer's report due to Neal's absence.

Irene will write something up for the next newsletter informing our patron base of the homeschooling corner and asking for patron input. Kay said that a patron, Bobbi Mellen has offered to donate some homeschooling materials she no longer needs.

Bob Morris reported that the Friends are putting their program planning on hold for the moment. They would like to clarify their specific role regarding the library. However, they are providing the Easter Bunny program on March 23 from 5:30 to 7pm and a bus trip to Cape May Crab & Beer Festival on August 8, 2015. The cost of the bus trip will be approximately \$50 per seat.

Everything is running smoothly and timely regarding the Memorial Run. The check for Pretzel City Sports was written and given to Carolyn who will see it is posted. The Friends' will be donating food and will man the tables with Bob Morris running the rest stop as in previous years.

Librarian's Report:

Kay reported a total of 14 programs so far for the month of February with attendance as follows: 32 adults, 0 young adults, 54 children. Total number of patron visitors to the library was 1,473.

The library was closed one (1) day due to inclement weather.

The State Report has been completed and was submitted to the System Office. Some minor followups are required but will be finished very soon.

The Clearance Requirements for working with children has been addressed and we received information back from the System Office. Lynda and Kay are currently working on arranging the necessary training for the staff.

All but three (3) of the DVDs that were ordered have been received and sent to systems to be cataloged.

The new Polaris circulation system training will be starting March 23rd. System will advise each library when their own training will begin. We will phase out using Horizon between May 15 and May 20th. Polaris will be totally operational on May 21st.

There is a staff meeting scheduled for Wednesday, February 25th.

Sarah Effrig has tendered her resignation effective February 28, 2015. Just after submitting her notice, her husband had a mild stroke and is currently in the hospital.

Irene made a point to thank Kay for her excellent work as acting Library Director. A lot of work has been laid on Kay's shoulders and she is doing an excellent job keeping up with it. The entire board agrees and thank Kay for her dedication to the library.

The meeting was adjourned at 6:55 pm and an Executive session commenced at that time.

Respectfully submitted,
Cathleen Sauber, acting Secretary