

Board of Trustees Meeting

March 26th, 2019

In Attendance: Tim Kreider (President), Sarah Sechrist (Secretary), Irene Sileski (Treasurer) Trista Oxenreider (Board Member), James Gibson, (Board Member), Dianne Schwab-Sullivan (Board Member), Nina Meister (Library Director) Carolyn Edwards (Friend)

- I. Call to order by Tim Kreider at 6:34pm**
- II. Welcome to Guests and Friends**
 - a. Welcome to Carolyn Edwards
- III. Approval of March Minutes**
 - a. Motion to approve – Dianne 1st, Dannell 2nd - Approved
- IV. Good news/brag moments**
 - a. Nina has learned much more about the Keystone Grant and has also pursued writing grants towards businesses that could help with the summer reading program.
- V. Correspondence**
 - a. Slow at the moment – everything is up to date
- VI. Open Forum**
 - a. Please refer to item XII for Memorial Run Update from Carolyn and Tim
- VII. Director's Report**
 - a. Statistics were disappointing for February with a decrease in circulation and children's program attendance.
 - b. The decrease could also be due to weather related closures and poor conditions in general outside.
 - c. Updates on Children's Program Coordinator position
 - i. Applicant Sarah Bair is a leading contender for the position. She is out of school and is potentially looking to pursue a career in the field.
 - ii. There were five additional applications so far. Those applicants will potentially have a first round interview with the potential of a second. A deadline for applicants will be added to the advertisement.
 - d. Book Bazaar is May 18th – looking for volunteers for setup and takedown.
 - e. Summer Learning Challenge – Universe of Stories and Written in the Stars are the themes for specific age groups. The Friends Group is helping out greatly. The Yocum Institute will also provide events throughout the programming.
 - f. Pop Up Libraries! Nina has some great ideas for potential locations and promotion for the library with the use of Pop Up Libraries – potentially during National Library Week.
 - g. Waiting on the estimate from Kountry Kraft for library remodel project.
 - h. Nina has put a Thermometer Tree together for fundraising for a new drop box.

- i. Nina has requested to move her desk behind the wall by the computers. This will help with practicality of space, noise, work product, etc. A locking cabinet and secure area would need to be identified.

VIII. Review of Financials for 2019

- a. Irene has broken down the budget into the "Budget" vs. "Actuals" to create a readable, more user friendly document. This is broken down by categories as well.
- b. A letter from Berks County directors will be submitted to request an increase in funding from the county by 2% as there has not been an increase in over seven years.
- c. Any board members that can be co-signers for checks need to see Ruth Strunk at Fulton Bank.
- d. Motion to Approve Jan-Feb financials – Dianne 1st, Trista 2nd - Approved

IX. Fire and Ice Update

- a. Positive momentum with this project. Vendors are being confirmed as well as sponsors and advertising that will start taking place next month.

X. Patron Survey

- a. This will be sent out in the April Newsletter, and also put on Survey Monkey in addition to hard copies in the library.
- b. Deadline for the survey will be April 30th.

XI. Keystone Grant

- a. Nina has learned much more about the Keystone Grant and has also pursued writing grants towards businesses that could help with the summer reading program.
- b. Nina will also need assistance with putting this together.
- c. We as a board need to figure out what we need to do, how much we are going to be working for, and exact timelines and numbers of what we request. Looking at this in the next 60-90 days

XII. Memorial Run – April 27th

- a. Everything is on track with the Memorial Run. Volunteer sign-up sheet has gone out. Not much else to report at the moment.
- b. Most of the push and promotion for the Memorial Run will occur starting next week.

XIII. Little Libraries of Womelsdorf discussion

- a. Currently looking for locations and awaiting confirmation on this.
- b. Several boxes are in production at LJ's for this project.
- c. There is currently approximately \$700 donated for this particular project.
- d. Several high traffic areas in town such as Boyer's are interested in having a box at their location

XIV. Open forum/other item

- a. Looking for members to join the Friends Group for the Library. Please encourage anyone interested to join. This is a great way to be involved with the Womelsdorf Library. Please continue to be vocal about volunteerism and reaching out to those in our circles of commitments.

XV. Adjourn the Meeting called at 7:47pm