

Robesonia Community Public Library
Board of Trustees Meeting Agenda
April 11, 2019
7:10 pm

Call to Order:

Meeting was called to order by President, Lori Brown, at 7:10 pm. Present were Abby Brunner, Larry Bashore, Tracy Cadwallader, Kevin Kurtz, Jaynee Miller, Laura Yazemboski and Abby Wertz.

Absent: Carlos Jenkins, Patsy Sabold

Approval of Minutes: A motion to accept March 14, 2019 minutes was made by Abby Wertz and seconded by Kevin Kurtz. The Board cast a voice vote of approval.

Treasurer's report:

Kevin Kurtz, treasurer, reported on the Patron giving and Bingo Fund Raiser.

Patron giving: collected about \$16,000, including \$5,855 (fund raiser letter), \$5,000 (Friends), \$5,000 (Jansen), \$1,000 (Fritztown Fire Company).

Bingo net income was about \$3032: kitchen- \$154, 50/50-\$162, Card Drawing- \$145, Silent Auction-\$1,159, Tickets-\$1,948, Misc.-\$107.

A motion to accept the treasurers report was made by Abby Wertz and seconded by Larry Bashore. The Board cast a voice vote of approval.

Correspondence Report: none

Librarian's Report:

Abby Brunner, Library Director, reported March circulation of 3,109 items was up from February of 2,934 items. March computer usage of 373 session was up from February of 316 sessions. In March, 15 programs were held with 257 in

attendance as compared to February's 11 programs with 195 attendance.

Abby attended a workshop on March 15th concerning how to deal with difficult patrons. This workshop was helpful because of an ongoing problem with an abusive patron. After a number of warnings, this patron has been asked to leave the library and not return. Abby is working to revise the Code of Conduct Policy procedure for library workers to handle situations with problem patrons.

Director's meeting was held one March 26th. Discussion centered on having duties of the District Consultant no longer shared by the assistant director at Reading and the system administrator of BCPL. Money to benefit all county libraries cannot be distributed until the District Consultant position is determined to be full or part time. That money would be needed for the salary of the District Consultant. Also, Alison Trautmann has been hired as the new Outreach Services Manager.

BCPL Friends meeting March 26th. Bus trip to Adventure Aquarium in New Jersey is July 18th. Cost is \$50 per person for ages 2 and up. Kutztown University Design-a-thon was March 29 to 30. Library had clip art designed for the Summer Reading Program- Under the Sea.

Library Recognition: Still in progress- purchases of picture rail, large bulletin board to advertise events, and a LEGO wall.

Upcoming meetings and workshops: Directors Forum April 12- making signs for Bus Trip.

Discussion concerning hiring a library substitute: Kevin Kurtz made a motion for Diane Shoaff to be added to the payroll on an as needed basis at \$8 per hour. Tracy Cadwallader seconded it. The Board cast a voice vote of approval.

Committee Reports:

Finance: none

Personnel: hiring Diane Shoaff

PublicRelations/Programs: none

Volunteer/Friends of the Library: none

Borough Council Report: none

System Report: none

Old Business:

Mini library -Discussion concerning suggested locations of the library box- Lori's Candy Station, Pool -Laura Yazemboski would restock, Pediatric Office. -Tracy Cadwallader would restock, Lori Brown will get more details about the cost.

Bingo-Financials listed in Treasurer's report.

Discussion- Decided to continue both card and 50/50 games next year. Need less doughnuts, but more pretzels. Requests for soup or hamburgers, or BBQ.

A motion to book St. Paul's for March 28, 2020 was made by Kevin Kurtz and seconded by Tracy Cadwallader. The Board cast a voice vote of approval.

A motion to donate \$25 to Berks Encore of Wernersville, the work place of Melissa Ludwig, the Bingo Caller, was made by Kevin Kurtz. Melissa donated her time this year and volunteered her services for next year. Abby Wertz seconded the motion. The Board cast a voice vote of approval.

New Business:

Reading Phils ticket books. Orders are due to library by noon, May 11, 2019. Laura and Patsy will collect, organize, and send orders to Reading Phils.

Concerns/ Questions: none

President, Lori Brown called for a motion to adjourn at 8:50pm. Abby Wertz made a motion to adjourn, it was seconded by Tracy Cadwallader. The Board cast a voice vote of approval.

Respectfully submitted,

Jayne Miller

Substituting for Patsy Sabold, Secretary

Future meetings

Sept. 12, 2019