



**BERKS COUNTY PUBLIC LIBRARIES**  
**Board of Directors Meeting**  
**August 19, 2020 7:00PM**  
**Virtual Meeting**  
**MINUTES**

A regularly scheduled meeting of the Board of Directors of Berks County Public Libraries was held virtually on Wednesday, August 19, 2020 using the Microsoft Teams platform.

**Board Members Present:** Mary Edwards - President, Dr. Eve Kimball - Vice President, Debbie Noel - Secretary/Treasurer, Charles Jones, Ginny Hand, Chris Daubert, Helen Flynn

**Board Members Absent:** none

**System staff present:** Amy Resh, Library System Administrator; Alison Trautmann, Outreach Coordinator; Jeff Smilko, Library IT, Stephanie Williams, District Consultant; Marissa Guidara, District Library Youth Services Consultant

**Advisory Committee members present:**

Karen Winegardner, Louise DeMatteo -  
Brandywine  
Denise Darrah, Exeter  
Lois Geist- Fleetwood  
Mindy Wagaman, Kutztown  
Karen Cook- Mifflin  
Dr. Joseph Yarworth, Melissa Adams -  
Muhlenberg  
Mindy Cohen and Abby Brunner,  
Robesonia  
Erica Burch, Christie Brown- Schuylkill Valley

Ben Robitzer, John Nelka, Sinking  
Spring  
Jon Duffy, Jennifer Yetter, Kimberly  
Rice, Diana Shotko, and Amanda Funk  
Spring Twp.; West Lawn –Wyomissing  
Hills  
Allison Plevrakis, Wernersville  
Trista Oxenreider, Womeldorf  
Lisa Betz, Village

**Pledge of Allegiance:** Charles Jones led the Pledge of Allegiance

**Call to Order:** Mary Edwards called the meeting to order at 7:00 PM

**Public Comment:**

Alison Trautmann read, in the order in which they were received, public comments that were submitted in advance of tonight's meeting. The following people, through these submissions, expressed their disagreement with the BCPL Advisory Board's recommendation of changes in the funding formula: Stella Papadakis, Diana Shotko, Irene Logenecker, John (no last name given), Margo McLean, Jim Burns, Mary Ann Reardon, Judy Bair, Serenity Wike, Charlene Jamison, Amanda Funk, Kimberly Rice, Jonathan Duffy, Jennifer Arnold, Barbara Borkert.

Following the public comments, President Mary Edwards read the following statement on behalf of the Board:

The creation of the Funding Formula is a complicated responsibility that the BCPL Advisory Board does not take lightly. Much consideration is given to changes made to the formula and adjustments are made so that the money distributed to libraries ensures strong and sustainable library services for county residents.

The BCPL Advisory Board serves all of Berks County's many residents and tries to create a Funding Formula that takes into consideration factors such as distance between libraries and the economic struggles of Berks's various municipalities as well as encouraging municipalities to support the library that serves their communities.

Local libraries are held to high standards as dictated by the PA State Library code. Branches are supporting services that are provided by their main library and, as such, are held to less rigorous standards. The changes made to the Funding Formula better reflects the needs that libraries have to meet those requirements as set forth by the state.

The BCPL Advisory Board understands and recognizes that there are challenges faced by member libraries whenever cuts or other changes occur. However, the board feels strongly that, in order to achieve long-term sustainability, the differences in state requirements for libraries and branches needs to be reflected in the Funding Formula.

**Approval of Minutes:** Debbie Noel made a correction to the minutes. Karen Winegardner, from Brandywine Community Library was not listed as an attendee on the May 20th minutes and was added. Chris Daubert made a motion to accept the minutes, of May 20, 2020, with the correction. Eve Kimball seconded. Minutes were unanimously approved.

**Approval of the July 15, 2020:** Ginny Hand made a motion to accept the minutes, of July 15, 2020. Charlie Jones seconded. Minutes were unanimously approved.

**Treasurer's Report:** Debbie Noel reported that there is no unusual activity in the treasurer's report. Charlie Jones moved that the Treasurer's Report be accepted. Ginny Hand seconded the motion. The report was unanimously accepted.

**Correspondence:** The Board received the following correspondences:

- A letter in regards to Spring Township/West Lawn libraries
- From the Office of Commonwealth Libraries (OCL):  
A letter from Glenn Miller, Deputy Secretary of OCL, recognized Oley Valley Community Library as a state-aided library in Pennsylvania in 2021.

**Administrator's Report:** Amy Resh shared her full report with the Board and Advisory Committee members (see attached detailed report).

Amy welcomed our new Board member, Helen Flynn.

During the report, Amy updated us on the COVID-19 challenges and operations, as well as personnel issues and bibliographic services.

Amy also discussed a grant from the Berks County Community Foundation that would allow for a 'Mobile Job Lab' that will allow the Workforce Development Board to assist people seeking employment. This Lab will visit unserved municipalities in Berks County and may be available to visit member libraries depending on other factors.

**Committee Reports:** No Reports made

**Old Business:** The draft of the Uniform Requirements and Responsibilities was provided at our last meeting. A motion was made by Chris Daubert to approve the final draft of the document. Debbie Noel seconded the motion. The Uniform Requirements and Responsibilities document was unanimously accepted.

**New Business :**

A motion was made by Debbie Noel to accept the 2021 Funding Formula as written. Eve Kimball seconded the motion. The Funding Formula was unanimously accepted.

Copies of an updated Membership Agreement and Automation Agreement were provided for review. Approval of these documents will be voted on at the next meeting of the Board.

**District Consultant Report:** Amy presented Stephanie Williams's report and highlighted the following information:

All District Library Centers were informed they will receive 5/12 funding, in accordance with the passage of the Commonwealth's bifurcated budget. As a result, our District Library Center anticipates receiving funds this week in the amount of \$127,112.55.

All libraries' 2019 audits/financial reviews must be submitted to Amy and Stephanie by September 15, 2020. This is a state requirement that is not flexible.

**Announcements:** None

**Adjournment:** Ginny Hand moved for adjournment. Eve Kimball seconded. The meeting was adjourned at 7:40 PM.

Respectfully submitted,

Debbie Noel  
Secretary, BCPL Board

***Next Meeting: November 18, 2020 7:00PM  
System Headquarters: 1040 Berks Road, Leesport PA 19533***