



**BERKS COUNTY PUBLIC LIBRARIES
Board of Directors Meeting
August 21, 2019 7:00PM
System Headquarters
MINUTES**

A regularly scheduled meeting of the Board of Directors of Berks County Public Libraries was held on Wednesday, August 21, 2019 at System Headquarters.

Board Members Present: Charles Jones - Chair, Debbie Noel - Secretary, Ginny Hand, Chris Daubert

Board Members Absent: Eve Kimball - Vice President, Mary Edwards - Treasurer, Peter Schuchman

System staff present: Amy Resh, Library System Administrator; Alison Trautmann, Outreach Services Coordinator

Advisory Committee members present:

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| Kelli Burgos, Bernville | Carey Babczak, Mifflin |
| Mike Najarian, Bethel-Tulpehocken | Dr. Joseph Yarworth, Muhlenberg |
| Mike Murphy, Boyertown | Paul Hoh, Reading |
| Karen Winegardner, Brandywine | Ben Robitzer, Sinking Spring |
| Louise DeMatteo, Brandywine | John Emerick, Spring Twp. |
| Sue Fix, Daniel Boone | Jennifer Yetter, Spring Twp.; West |
| Cheryl Martinozzi, Boone | Lawn / Wyomissing Hills |
| Denise Darrah, Exeter | Lisa Betz, Village |
| Lois Geist, Fleetwood | Sandee Nevitt, Wernersville |
| Mindy Wagaman, Kutztown | |

Call to Order Charles Jones called the meeting to order at 7:00 PM

Pledge to flag

Welcome and Introductions: Advisory Committee members were welcomed along with visitors Larry Geist and Neil Nevitt.

Public Comment: During public comment, Jennifer Yetter, read a statement on behalf of the Spring Township Library Association acknowledging the base allocation revision for the 2020 funding formula, from no branch base allocation to half branch base allocation, and the potential impact it would will have on their two sites; she stated that they will continue to ask for full branch funding.

Approval of Minutes Ginny Hand made a motion to accept the minutes, of April 17, 2019. Chris Daubert seconded. Minutes were unanimously approved.

Treasurer's Report: Amy Resh reported that we are on trend. Nothing extraordinary in the budget. Did complete a state aid distribution during the last quarter. Mindy Wagaman pointed out a typo on second page; dollar amount under state aid and total do not line up. The report was unanimously approved with the correction.

Correspondence: Charlie reviewed the following correspondence:

From Pennsylvania Library Association:

1. We welcome you to share in our congratulations to all three 2019 MLS/MLIS Scholarship Winners!

Lisa Rand - Youth Services Coordinator, Boyertown Community Library.
Congratulations ladies and best of luck in the pursuit of your degree in the library sciences field.

2. PA Forward Stars are awarded on a quarterly basis in the calendar year and the recognition is for the highest level attained in the program at the time of the award. The libraries noted below are those that earned a first-time star or a new star between April 1 and June 30, 2019. For a full listing of PA Forward Star Libraries, visit <http://paforwardstarlibraries.org/star-status/>. The next round of awards will be announced after September 30, 2019.

Berks County: Exeter Community Library - Silver 5
Kutztown Library - Gold
Schuylkill Valley Community Library – Bronze

3. Please join the Pennsylvania Library Association in congratulating the following libraries that received the 2019 Best Practices Award for youth services!*
- STEM: Wernersville Public Library

From the Office of Commonwealth Libraries (OCL)

Letter from Glenn Miller, Deputy Secretary of OCL, the Reading District negotiated agreement was approved for 2019-2020 year.

Senator David Argall sent a letter to let us know about the recently approved state budget including a 9.2% increase in the library subsidy.

Deputy Secretary, Glenn Miller, is sending a letter about the increase to the library subsidy and about waivers. The letter will be emailed out to Boards once it's emailed to all PA public libraries, but, basically OCL is not approving waivers because everyone gets a waiver, BUT, libraries NOT in compliance with any state standard have to show proof that they have a plan to meet standards in order to get State Aid.

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

Committee Reports

Advocacy: No Report

Finance: 2020 Funding formula was reviewed (see attached document). Karen Winegardner, of Brandywine Library, asked a question about electronic circulation. Wanted to know if it was counted toward circulation numbers in the formula. It is. A short discussion then followed regarding definition of 'Home Library.'

Debbie Noel made a motion to accept the 2020 Funding Formula as presented. Ginny Hand seconded. The report was unanimously approved.

Old Business None

New Business By-Laws presented tonight. Will be voted on at next meeting.

- Oley Township Supervisors approved a resolution to make Oley Library their agent of library service. We need to accept the resolution this evening. Ginny Hand moved to accept the Oley Township resolution. Chris Daubert seconded the motion. The resolution was unanimously approved.
- Envisioning Excellence Requirements were presented by Amy Resh and will be voted on next meeting. One important language change is that these expectations will no longer be suggested; they will be required, as they are considered 'best practices.' Mike Murphy, of Boyertown Library, asked for clarification of minutes needing to be posted to the local website. Karen Winegardner, of Brandywine, asked what the time frame would be to meet the Envisioning Excellence requirements. Amy replied, "The end of 2020." Another question was posed regarding the length of time minutes are required to remain posted, and how that would impact space on the server. Amy replied the Sunshine Law indicates three years, and the system has plenty of space to meet this requirement.
- Membership Policy - Amy Resh pointed out an error on page 2 of this draft. A new copy will be sent out for review by the committee. Amy also pointed out a few areas for the Advisory Committee: all members here are full members, we have no affiliate members, and there are guidelines in this policy explaining how to 'claim' new municipalities.

District Center Update - Paul Hoh discussed the work the Reading library has done on their strategic planning process. They affirmed their goals as still being relevant. This process gave them the opportunity to see where they can be on the cutting edge. Paul also discussed the money that the state has cut from the library system over the years, but, that they continue to mandate unfunded responsibilities to the libraries. Paul called on all of us to speak out regarding that. He also stated that they got all the commissioner candidates to agree they would consider increased funding at the county level for the library system.

A discussion followed on waivers, state funding, and municipal support.

Karen Winegardner discussed best practices used by the Brandywine library to address local funding for their library. Went to each township, presented information about the per capita requirement and how that was impacting funding, also went to patrons via social media, and wrote postcards to citizens asking them to contact their supervisors. Was very successful.

John Emerick mentioned that we never had this large of an increase from the state. He thinks we should be optimistic about this. Our state gives more than most states at the state level. But, Amy made a good point regarding what our local municipalities give. Locally, our municipalities do not support our libraries as well.

Committee member, Mindy Wagaman, asked for stats regarding PA's support both state and locally. Amy will get the IMLS data to them.

Announcements Cheryl Martinozzi mentioned that Boone Library is having a Wine Pull on September 21 at 6:00PM. Tickets are \$25 per person and can be purchased through 'Evite' via their website.

Mindy Wagaman, of Kutztown, mentioned the success of the Library Express Train Ride. Visitors came from around the country. Kutztown Library will also be holding a 'Day in Washington DC' on October 9, 2019. A bus will take guests to the Smithsonian for the day and return to Kutztown in the evening.

Amy Resh shared the new Berks Book Boxes that will be placed in unserved areas around the county. Member libraries can reach out to Alison Trautmann if they are interested in having one in their community.

Adjournment: Chris Daubert moved for adjournment. Ginny Hand seconded. The meeting was adjourned at 8:02 PM.

Respectfully submitted,

Debbie Noel
Secretary, BCPL Board

***Next Meeting: November 20, 2019 7:00PM
System Headquarters: 1040 Berks Road, Leesport PA 19533***