



**BERKS COUNTY PUBLIC LIBRARIES
Board of Directors Meeting
January 16, 2019 7:00PM
System Headquarters
MINUTES**

A regularly scheduled meeting of the Board of Directors of Berks County Public Libraries was held on Wednesday, January 16, 2019 at System Headquarters.

Board Members Present: Charles Jones - Chair, Eve Kimball - Vice President, Mary Edwards - Treasurer, Debbie Noel - Secretary, Peter Schuchman, Chris Daubert, Ginny Hand

Board Members Absent: none

System staff present: Amy Resh, Library System Administrator

Advisory Committee members present:

Kelli Burgos, Bernville	Kevin Kurtz, Robesonia
Mike Najarian, Bethel-Tulpehocken	Helen Flynn, Schuylkill Valley
Cheryl Martinozzi, Boone	John Nelka, Sinking Spring
Karen Winegardner, Brandywine	Ben Robitzer, Sinking Spring
Warren Lubenow, Exeter	Jennifer Yetter, Spring Twp.; West Lawn/Wyomissing Hills
Lois Grist, Fleetwood	Andrea Dillaway-Huber, Spring Twp.;
Mindy Wagaman, Kutztown	West Lawn/Wyomissing Hills
Judy Schwambach, Muhlenberg	Lisa Betz, Village
Paul Hoh, Reading	LeighAnne Yacovelli, Wernersville
	Tim Kreider, Womesldorf

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

Welcome and Introductions: New Board member, Ginny Hand, and new Advisory Committee members were welcomed as all introductions were made.

Public Comment: None

Approval of Minutes: Eve Kimball made a motion to accept the minutes of November 7, 2018. Mary Edwards seconded. Minutes were approved.

Treasurer's Report: Mary Edwards reviewed both the December/End of Year Budget and the 2019 Approved budget. It was noted that some outstanding year end items related to staff, goods, utilities and others are still anticipated to come in

Eve Kimball made a motion to accept the treasurer's report. Peter Schuchman seconded. The report was unanimously approved.

Correspondence: Amy Resh shared two letters from the PA Office of Commonwealth Libraries:

- One letter, dated December 14, 2018, confirmed that the plan for coordination of library services in Berks County is approved, and that payment to the county will be based on the county appropriation to the library system in accordance with 24 Pa.C.S. § 9342(k).
- The second communication was to Bernville Area Community Library, copied to Amy Resh, approving a waiver for Bernville to fulfill eligibility standards for the reporting year 2018, based on the library's intention to comply with the operating hours requirement of 24 P.S. §9335.

Administrator's Report: Amy Resh provided a written report to the Committee for both the year end and for Nov 2018-January 2019. She highlighted:

- Personnel - open positions in Bibliographic Services and Outreach Services Coordinator. She also welcomed Hilary Folga, a new part-time StoryRider.
- Administrative and Support Services -
 - Amy completed the plan for state aid for the system and administrative unit, as well as the district center
 - She facilitated two meetings of the Ivy Group Task Force
 - She completed an updated New Trustee workshop to take place on March 16, 2019 from 9AM-Noon
 - Jennifer Smilko closed out the 2018 fiscal year and prepared the year end report for the Comptroller's Office
- Bibliographic Services -Staff continues to update serial modules, and changes were made in Polaris ILS to reflect new circulation fines and renewals
- Outreach Services - StoryRider survey was completed. Moving from 3 to 2 StoryRiders to visit interested libraries twice a month.
- Technology - Troubleshooting took place to address Access to PC Reservation and LPT1 stats issues.
- Meetings/Programs attended - Amy listed the dates of all meetings/programs she attended
- 2018 System Headquarters Performance Statistics was shared with the committee
 - A question was raised asking how many children participated in StoryRiders programs. There were 138 programs held, 1,556 participants.
- Amy also reminded all attendees that we should all print our agenda items and bring them to the meeting. If you are not receiving this information or do not have a name tag, please contact administrative services at libadmin@berks.lib.pa.us

Committee Reports

Advocacy: Chris Daubert initiated a Social Media discussion entitled, "Why Do You Love Your Library?" Chris is collating the responses to create a powerful narrative demonstrating how much the public appreciates the library system. One possible idea is to share this idea with local and state representatives.

Finance: No report

Old Business

The 2019-2021 Strategic Plan was shared by Amy Resh. She highlighted some ways the Library System, through the technology goal, could be utilized to recommend technology materials to member libraries. This consistency could be beneficial in providing tech support to all member libraries.

A motion was made by Eve Kimball to approve the Strategic Plan. Pete Schuchman seconded the motion and the plan was approved.

New Business

Chris Daubert made a suggestion recommending Amy Resh inquire with Election Services to determine if the new Berks County voting machines could be made available in the libraries for the public to view and learn how to use them. Amy will reach out to Debbie Olivieri, Director, Berks County Election Services to discuss.

Pete Schuchman gave a shout out to Sinking Springs Library. He recently took his children for passports and the experience was positive

Amy Resh announced there will be a CHIP presentation at an upcoming Director's meeting

District Center Update

Paul Hoh reported from the District Center

- A Youth Services Consultant will be making a report to the Board sometime this year
- The Center is receiving calls from patrons who are no longer receiving Hoopla.
- Due to the funding formula, they had to limit Hoopla to those that have Reading Library cards
- They would like to see universal use of Hoopla, though they understand the financial challenges with that
- The Center received a very large grant that will be used to provide upgrades for meeting spaces. The new spaces will be: safe, confidential, and equipped with media. This is a great step in the conversion to the 21st century.

Announcements

Friends of BCPL is in the midst of rebuilding and they are seeking new members. Amy asked that we all consider joining financially and, if able, with time. The Friends do commendable work on behalf of the library system. In 2018, they provided grants of up to \$1,000 to libraries through the Berks County Community Foundation, gifted \$1,000 to each library in Berks County to sponsor an event of their choosing, \$375 in continuing education reimbursement and \$7,500 for Yocum Institute summer programming that visited all libraries in the County.

A last minute 'Shout Out' was made to thank the library system for the new glow-in-the-dark sign at the entrance.

The Library Awards Program will be presented on February 20, 2019, 6:30PM, at the System Headquarters.

Adjournment

Ginny Hand moved for adjournment. Chris Daubert seconded. The meeting was adjourned at 7:32PM.

Respectfully submitted,

Debbie Noel
Secretary, BCPL Board

***Next Meeting: April 17, 2019 7:00PM
System Headquarters: 1040 Berks Road, Leesport PA 19533***