

**Berks County Public Libraries Board Meeting**  
**August 17, 2016**

The regular meeting of the Board of Directors of the Berks County Public Libraries was called to order at 7:00 p.m. on August 17 2016 at System Headquarters.

**Board Members Present:** Mary Edwards, Vice-president/ Treasurer; Judy Schwambach, Secretary; Peter Schuchman, Dr. Eve Kimball

**System Staff Present:**

Denise Sticha, Administrator

**Advisory Committee Members Present:**

Bernville, Phyllis Ernst

Bethel-Tulpehocken, Mike Najarian

Boyertown, Russ Phillips

Fleetwood, Dan Stafford

Hamburg, Karen Fister

Kutztown, Mary Paterno

Mifflin, Rebecca Worley

Muhlenberg, Linda Roebuck

Reading, Paul Hoh

Robesonia, Kevin Kurtz

Schuylkill Valley, James Dailey

Sinking Spring, Lisa Domeshek

Spring Township, John Emerick

Wernersville, Deb Frei

Womelsdorf, Tim Kreider

**Approval of Minutes:**

Minutes of May 18, Board Meeting were approved.

**Correspondence:**

None.

**Treasurer's Report:**

Most of our revenue has been received. The percent of budget spent is on target. Spending appears to be normal at this point.

We have received an \$88 bequest.

Sticha reported that we are currently tracking material processing supplies used by each member library in order to assess actual costs.

The Automated Network is \$82,000 paid. This is the subscription fee for Polaris.

In terms of County Coordination, we are anticipating a surplus as a result of early budget projections in salary/benefit costs. We are working with the budget office to review YTD and make recommendations to re-allocate those funds.

**Administrator's Report:**

The Preschool Literacy Program continues to be under review from the COB budget department and the Commissioners. The staff has put together three possible plans to address this situation: Plan A, The program would stay as it is; Plan B, the Bookasaurus would be a smaller vehicle; Plan C, there would be no vehicle for the program. The County has not yet determined a course of action. Staff

recommends that the vehicle be kept on the road through the spring semester, if Plans B or C would be selected.

The County has given "informal approval" to use funds to purchase a new vehicle with the \$80,000 that we have. This issue is currently being negotiated with the Board of Commissioners.

Library Staff continues to identify other projects where this money could be spent.

Three library vans are scheduled to be replaced this year. The fourth van is on the non-replacement schedule. Sticha recommended that the County allow us to use one of those being replaced as our fourth van.

There has been a request for further delineation of budget expenses from County.

The Contract for Wide Area Network (with Reading Public Library) is being recast as a Telecommunications and Internet Services contract. This contract should reach the Purchasing Department next week.

The E-Rate application completed by Mike Najarian has reached the bidding stage and proposals are being reviewed. We are now working with Comcast and Service Electric at significant savings.

Work is progressing on Outreach Strategic Plan.

Library Representatives are encouraged to attend the workshop on September 19 sponsored by the Office of Commonwealth Libraries. The Pennsylvania Citizens for Better Libraries is sponsoring their 3<sup>rd</sup> annual Institute for Friends on October 8.

#### **Committee Reports:**

##### **Finance Committee:**

Edwards reported that the Board has recommended that the funding distribution formula be kept the same for 2017 as it was in 2016. Motion to approve, Schuchman; Second, Kimball. Motion carried.

Note: County will receive \$1,097,904 from the State.

It is the consensus of the Board that more input is needed before funding formula can be changed. A survey will be done and groups will be asked for their opinions about county funding and services. Advisory Committee Members questioned whether this work would be done in time for the 2018 distribution.

Member of the Finance Committee noted that "the Finance Committee was working on the Funding Distribution and their work was put aside in favor of the Board working on it."

The goal of County Systems is "to determine how to distribute State and County funds and to determine how to configure County libraries while providing library service to the people of Berks County."

##### **Advocacy Committee:**

Schwambach reported that the next committee meeting is scheduled for August 31. Outside speaker is being sought for fall workshop. Committee members are also encouraged to attend the October 8

PCBL workshop.

**Ivy Report Steering Committee:**

Wyomissing Public Library is now on the delivery schedule and library users are able to return BCPL/Wyomissing materials to any library in the county with a usual turnaround time of 48 hours.

**Unfinished Business:**

The 2016 library awards will be presented in February during Library Lovers Month. This will give members and friends more time to prepare nominations. It was also felt that doing the awards right before Christmas did not encourage attendance at the program. The list of awards to be presented has changed somewhat and the awards nomination process is being redefined.

**New Business:**

None

**District Center Update:**

Hoh talked about the success of the Summer Program at RPL and the summer closing of the Northeast Branch due to air conditioning failure.

**Mission Moments:**

None shared.

**Announcements:**

A reminder about the upcoming continuing education opportunities.

Meeting Adjourned 8:45 p.m.

***Next Meeting: September 21, 2016 7:00 p.m.***