

Berks County Public Libraries Board Meeting

Meeting Minutes

January 20, 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 January 20, 2016 at System Headquarters.

Board Members Present:

Charles Jones, president; Mary Edwards, vice-president/treasurer; Judy Schwambach, Secretary, Peter Schuchman, Andy Vernon, Dr. Eve Kimball.

System Staff Present:

Denise Stitcha, Administrator

Advisory Committee Members Present:

Wanda Druzba, Boone

Renee Dietrich, Reading

Dan Stafford, Fleetwood

Russell Phillips, Boyertown

John Emerick, Spring Township

Mike Najarian, Bethel –Tulpehocken

Tim Kreider, Womelsdorf

Deborah Frei, Wernersville

Sue Fix, Boone

Colleen Stamm, Mifflin Community

Osmer Deming, Reading

Linda Roebuck, Muhlenberg

Kelli Burgos, Bernville

Marie Ballantyne, Brandywine

Lisa Domeshek, Sinking spring

Marie Ballantyne, Beandywine

Karen Fister, Hamburg

Denise Darrah, Exeter

Election of Officers: Charles Jones, President

Mary Edwards, Vice-President/ Treasurer

Judy Schwambach, Secretary

Motion: Schwambach, Second, Schuchman. Unanimously approved.

Approval of Minutes:

Minutes of the November 18, 2016 board meeting were approved with correction.

Correspondence:

Thank you letter from PCBL for membership; briefly outlining goals and objectives of the organization.

Letter from Pennsylvania Department of Education granting approval “to spend the remainder of the 2015 County Coordination funds by the end of first quarter 2016.

Treasurer’s Report:

Report will be revised for accuracy and filed for audit.

Administrator’s Report:

New Board member have been named; Peter Schuchman, Esq., Dr. Eve Kimball and Andrea Vernon. One more member is needed.

Stitcha discussed the legality of library policy on overdue books as it related to the confidentiality of minors. Legal advice is such that there is no real precedent and that at this point it will need to be determined what to do on a case by case basis.

New borrowing guidelines have been approved and will be posted on the website.

We now have a grid and guideline based on the Ivy Group Report.

The Office of the Commonwealth has released funds to libraries.

Most county libraries have completed their reports.

The Annual Report Workshop is planned for Tuesday, January 26.

There is no Strategic Plan Report available at this time.- Enhancements for the website are planned. Membership agreements are being identified

Committee Reports:

Finance Committee:

Meeting held in early January. Committee appointments have been made as follows; Russel Phillips, Jay Daily, Paul Hoh, Tina Santoro. Motion to approve, Edwards; second, Kimball. Approved unanimously.

Advocacy Committee:

Four meetings have been scheduled:

February 17: Write and Review letters to legislators,
Advocacy plans for Read across America,
Plan Advocacy Workshop

April 20: Advocacy Workshop

June 22: Identify Library Impact Stories

August 31: Contact local government officials

October 19: Work on calendar for 2017

Dates and topics of discussion are subject to change.

Unfinished Business:

Response to letter requesting change on continuing education requirement for all Board Representatives was discussed. It was decided not to change the requirement, but rather to offer more opportunities for completion. Board members believe that volunteers should want to learn more about how libraries function. Schuylkill Valley will be sent a letter explaining the decision.

New Business:

Funding Formula will not be changed at this time. The 1.8% increase will follow guidelines already in place.

Motion to approve, Edwards; second, Schuchman. Approved.

District Center Update:

Renee Dietrich provided updates on Reading's programs and distributed the December 2015 Director's report.

Meals on Wheels teams are now distributing large print texts to the elderly.

Announcements:

Charles Jones acknowledged Frank Kasprovicz's service to the Reading Public Library.

Tim Kreider reported on the success of the new fundraising letter developed by Womelsdorf Library in conjunction with a timely news article in *The Merchandiser*.

Schwambach requested input on Annual Awards Meeting format.

Stitcha reminded attendees to fill out forms naming those who will attend in the future. Those who are not sure of this information should contact Stitcha as soon as possible with names and numbers.

If Boards have changes in leadership, contact Denise Stitcha or Jennifer Smilko.

**Save the Date: Saturday March 12,
New Board Member and Leadership Training.
(four hours)**

Adjournment

Meeting was adjourned at 8:15 p.m.

**Next meeting will be on March 16, 2016, 7:00 p.m.
At System Headquarters.**