

Berks County Public Libraries Board Meeting

Meeting Minutes

March 16, 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 March 16, 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 Sticha, Administrator

Advisory Committee Members Present:

Bernville , Kelli Burgos
Boone , Cheryl Martinozzi
Brandywine, Marie Ballentine
Fleetwood, Lois Geist
Hamburg, Karen Fister
Kutztown, Cathy Ruhf
Mifflin, Carey Babczak.
Muhlenberg, Linda Roebuck

Robesonia, Kevin Kurtz, Abby Brunner
Schuylkill Valley, James Daily, Erica Burch
Sinking Spring, Lisa Donnell, John Nelka
Spring, John Emerick
Village (Morgantown), Mary Ellen Mahan
Wernersville, Deb Frei, Tina Santoro
Womelsdorf, Tim Kreider, Nina Meister

Approval of Minutes:

Minutes of the January 20, 2016 Board Meeting were approved.

Correspondence:

None

Treasurer's Report:

Inconsistencies in Year End Financial Report were explained and a revised report was distributed. New report was approved.

Motion to approve, Kimball; second, Vernon. Approved unanimously.

Brief explanation of March budget items followed.

Report filed for audit. Motion, Edwards; second, Schuchman.

Administrator's Report:

ILead is being held this week in Harrisburg. Sticha is mentoring. She reported that three immersion sessions are scheduled during the next year: March, July and October. Sticha is mentoring the Technology and Workforce Development team. This is an excellent leadership development opportunity.

Friends of Berks County Public Libraries will be underwriting the Yocum Youth Program, "Duck for President." Each library will receive \$700 for programming.

PaLA Annual Conference is scheduled for October 16 to 19, 2016 at the Kalahari Resort in the Poconos. One person from each library may attend.

Pa Citizens for Better Libraries workshops is October 8, 2016. Friends and trustees are invited to attend.

The Bookasaurus van is scheduled for non-replacement in 2017. We must decide what to do about this program. Planning needs to be done now. It must be determined whether the vehicle is the best way to deliver this service. There is an HR/ Maintenance/ Budget meeting next week and this is issue is our priority.

Twenty-eight newly seated trustees attended an orientation session on March 12. It was felt that 4 hours was too long, but that 2 hours is too short. Scheduling changes will be reviewed for future sessions. There should be more discussion of funding and services.

Review of StoryRiders Program will be based on survey data.

Committee Reports:

Finance Committee:

Committee will meet in early April. Two new members have been added. Members have been instructed to read sections of the Ivy Report.

Advocacy Committee:

Invitation extended to all trustees to attend Advocacy Workshop April 27; 6:30 to 8:30 p.m.

Workshop will be divided into three sections; Sharing Your Passion with Members of the Community, Developing Relationships with Elected Officials, and Publicity Pieces in the Media.

Ivy Report Steering Committee:

Sticha reported that Board President Jones met with Committee. A member from Kutztown has prepared a planning document. (The focus of the Ivy Report was to review County and City as a Center. --This will not be an easy process. The Reading Public Library has other priorities at this time as they begin work with a new director.)

Unfinished Business:

Strategic Plan (2015-16) was reviewed:

The Funding Formula is being streamlined.

Individual library membership agreements must be reviewed. The State mandates that we have these agreements. A request was made to see agreements and only three such agreements were made available. Other counties were asked to share their agreements, but not many responded.

Orientation Manual- Progress is being made.

Communications and Marketing- Two components are marked for change. One is "to improve and enhance Web presence," the other is "to clean- up our intranet."

County Facebook - Work in this area is ongoing.

Community Partnerships- Advocacy Committee is training trustees in this area.

Questions were asked concerning the annual revision of the funding formula- i.e. "Why do we keep changing it?" Discussion followed.

Several attendees expressed concerns about the planned move of the Spring Library and how this move would affect smaller neighboring libraries and their funding.

Response is that financial situation is not stable. Our goal should be to stabilize the 19 county systems. The challenge to the Finance Committee is to establish a better formula for all 24 county locations.

New Business:

In the 2016 Funding Formula, Reading's funding will decrease because they previously received more funding than they should have. Adjustments have been made and should show in the second quarter.

Motion to accept *Corrected Contract Calculation*. Motion, Edwards; Second, Kimball. Approved unanimously.

Berks County Libraries are being given \$4737 more from County Coordination Aid.

Motion made to give the additional funds to the Reading Public Library to purchase e-books for 2016. Motion, Edwards; second Schuchman.
Approved unanimously.

A recommendation has been received to move the Annual Awards Meeting to February. An ad-hoc committee was appointed to review plans for Awards Meeting. Pete and Andi agreed to serve on the Ad hoc Committee.

District Center Update:

Sticha announced that RPL will need to start the District Agreement for 2016-2017 despite there not being a 2015-2016 state budget. Stacy Mulligan of the Office of Commonwealth Libraries will be the facilitator for this year's process.

Announcements:

Gimplaker Foundation (Rotary) gives funding to libraries -up to \$1,000 each.
Noted that there are no due dates in the Strategic Plan.

Motion to Adjourn, Schuchman; second, Vernon.
Meeting adjourned at 8:45 p.m.

**Next meeting will be held on May 18, 7:00 p.m.
System Headquarters.**

**Revised and corrected May 20, 2016-05-20
Denise Sticha**