

**Berks County Public Libraries Board Meeting  
November 15, 2017**

The regular meeting of the Board of Directors of the Berks County Public Libraries was called to order on November 15, 2017 at 7:00 p.m. at System Headquarters with Peter Schuchman presiding.

**Board Members Present:**

Mary Edwards, Treasurer; Judy Schwambach, Secretary; Peter Schuchman; Andrea Vernon.

**System Staff Present:**

Denise Sticha, Administrator; Emily Orischak, Community Relations Coordinator.

**Library Representatives:**

Bernville, Kelli Burgos	Reading, Paul Hoh
Bethel Tulpehocken, Mike Najarian	Robesonia, Pat Sabold
Boone Area, Cheryl Martinozzi	Schuylkill Valley, Erica Burch
Brandywine, Michelle Herman	Sinking Spring, Lisa Domeshek, John Nelka
Exeter, Denise Darrah	Spring Township, Sherry Auman
Hamburg, Pat Adams	Wernersville, Betsy Saul, Christine Santoro
Kutztown, Cathy Ruhf	Womelsdorf, Tim Kreider
Mifflin, Rebecca Werley	
Morgantown Village, Lisa Belz	
Muhlenberg, Melissa Adams, Linda Roebuck	

**Approval of Minutes:**

Minutes of the August 16, 2017 Board meeting were approved as read.

**Treasurer's Report:**

Filed for audit after a brief discussion of \$57,000 bequest which must be spent in 2017.

Library's main interest is Envisionware.

Hoopla, streaming video – costs will be allowed to rollover into next year.

**Administrator's Report:**

Sticha briefly explained County Coordination Aid, including expenditures and payment for website enhancements. Staff is working hard to monitor surplus.

Automation costs of \$150,000 are an eligible expense for County Coordination Aid but will remain in the general fund.

There is as of yet no indication from the State to approve our plan. We are assuming that state funds will be released early in January 2018.

Two new vehicles have now arrived. This makes a total of four new vehicles this year.

Staffing changes include the retirement of two Story Riders at the end of the year.

There will be a surplus in wages and benefits going into next year in County Coordination Aid yet again. We are request approval to carry over from the Office of Commonwealth Libraries In terms of the County Coordination Plan, donations to Reading Public Library for Hoopla have been scaled back. The Speidel bequest will keep our contribution level the same.

PaLA Conference in Pittsburgh was a very good conference at which Sticha was elected as Vice-President. She will become President in 2019.

She reminded everyone to be thinking about Awards for February. The awards program will be held at the County Library Office. The Awards Committee has been formed with two library directors and select system staff.

The Friends of Berks County Public Libraries funded improvements to our small conference room which included enhanced technology for live webinars.

Book Bonanza has not made progress in locating a new location. One of the problems is that they may have to pay rent at different site.

There is now a display of *Bookends*, the Friends newsletter, now, no longer being produced, at System Headquarters.

Correspondence:

J. Schwambach has completed her three- year term and has notified Board that she will not continue for another term.

#### **Finance Committee:**

Edwards reported that the committee is closer to a draft for the funding formula. It should be ready by spring.

#### **Advocacy Committee:**

Sticha explained the Harwood Institute Initiative (a public policy program) in which she participated recently. The State Library has begun a two -year pilot after a four-day institute. Each team will now be assigned a coach for their participation in the project.

Schwambach reported on the success of the most recent advocacy workshop in Berks.

#### **New Business:**

Melissa Adams, Muhlenberg Library and Cathy Ruhf, Kutztown Library provided information on the Pennsylvania Humanities grants that they recently received. The grant money will be used to establish a new program for teens in their libraries.

Emily Orischak introduced the new County Library website, highlighting a variety of improved features.

Chris Daubert and Deborah Noel will be appointed to the Board at the November 30, 2017 meeting of the County Commissioners.

Meeting Schedule needs one revision. November 7 will become the fall meeting date. Motion, Edwards; second, Vernon. Motion carried.

#### **Old Business:**

Social Media Internet Policy will be posted on the website now that it has been approved by the County Solicitor. Motion to approve, Edwards; second, Vernon. Motion carried.

District Center Update:

Reading District Library is now in compliance with the code for Five-year Plan of Service.

It was recommended that the Board write a letter in support of the plan emphasizing that the Plan is a joint effort.

The Plan allows us to start making transitions (refer to Handout). Discussion followed.

Reading was pleased to announce that a grant has been received for a mobile technology van.

Meeting Adjourned:

8:30 p.m.

Respectfully submitted;

Judy Schwambach, Secretary