

Berks County Public Libraries Board Meeting
January 17, 2018 7 pm
System Headquarters

Board Packet Contained:

- Berks County Public Libraries Year in Review 2017
- December 2017 Budget and 2018 approved budget
- 2017 Annual Statistics
- System Headquarters Performance Statistics 2017
- Schedule of State Aid Plans and Reports 2018
- Reading Public Library
 - December 2017 statistics
 - Summary of programs
 - 5 year plan for service

Meeting called to order at 7 pm.

Board members present: President: Charles Jones, Vice President: Eve Kimball, Chris Daubert, Deborah Noel, and Andrea Vernon

Library representatives present:

Bernville, Kelli Burgos

Bethel Tulpehocken, Mike Najarian

Boone Area, Cheryl Martinozzi

Boyertown, Lindsey Riegner

Fleetwood, Dan Stafford

Hamburg, Pat Adams

Kutztown, Cathrine Ruhf

Muhlenberg, Judy Schwambach

Reading, Paul Hoh

Schuylkill Valle, Erica Burch

Sinking Spring, Lisa Domeshek

Spring Township, John Emerick

Village Morgantown, Lisa Betz

Womelsdorf, Tim Kreider

The corrected minutes of the November 15, 2017 meeting were read and approved.

Treasurer report:

- Denise Sticha presented the end of year financials including a recent receipt of \$ 57,889 from the estate of Edwina Speidel.
- The board is finalizing our recommendations for the funding formula and will have it available by the April 2018 meeting.

Correspondence:

- Request from Oley Valley library for book delivery and pickup. This was started in January 2018.
- Letter from Glenn Miller stating the County Coordination Aid Plan was approved.

Administrator's Report:

- Focus for most of the year has been on revamping of the website which is now complete
- The Year in Review 2017 document was reviewed. Typographical corrections will be fixed before it is sent out to the libraries
- Two story-riders have retired and 2 new part-time (<20 hours/week) story-riders are being recruited. There were only 2 applicants and one was not qualified. If anyone

Berks County Public Libraries Board Meeting

January 17, 2018 7 pm

System Headquarters

knows of possible candidates they should be referred to Ms. Sticha. They must have a degree in Early Childhood education.

- Budget and Goal setting for 2018 has been completed
- New trustee orientation will be divided into two parts, dates to be set.
 - A 2 hour orientation
 - An executive committee boot camp (representatives from each library) on non-profit tax law changes with an instructor from the PA Association of Non-Profits.
- The funding formula is being worked on. To complete it documentation of municipal support is due this Friday from all libraries. Thus far only 7 of 19 libraries have provided data.
- Chris Daubert volunteered to chair the Advocacy Committee. Thanks were expressed to Judy Schwambach for her service as Board Secretary and as chair of the committee

Old Business: None

New Business:

- The proposed slate of officers [President-Charles Jones, Vice President-Eve Kimball, and Treasurer- Mary ___ was moved by Chris Daubert, seconded by Deb Noel and unanimously approved by the Board
- It was suggested by Ms. Sticha and decided by the board that the positions of Secretary and Vice President be combined this was unanimously approved by the Board. Eve Kimball will fill this combined position.
- We have received a request from Mr. Kemmerer at COCA for assistance with spreading the education concerning the life-saving administration of Naloxone and management of opioid overdose to the community. Dr. Kimball suggested that libraries have their staff trained in Naloxone administration, obtain a Naloxone kit from COCA, and post the training link on all of their computers and encourage patrons to take the training which is very user friendly and takes minimal time to do. A certificate can be printed out when the training is completed. Ms. Sticha will send the link to all Board members at both the county and local level.
- Reading Public Library
 - Approved their 5 year plan for service for 2018-2023. It is being sent to the state. Ms. Sticha will prepare a letter from the Board supporting it to accompany the transmission from the Reading Public Library to the Deputy Secretary, Office of Commonwealth Libraries.
 - Paul Hoh presented the hiring of the Consultant for Youth Services that is available for consultation to all of the county libraries UPON REQUEST by the individual libraries. Marissa Guidera has been hired. It is hoped that additional resources can be coordinated by this person for children who are home schooled.
 - There has been a decrease in circulation because the eBooks from Reading are now attributed only to the libraries who request them
 - A sheet of activities put together by Bronwyn Gamble was distributed to catalyze ideas for other libraries

Berks County Public Libraries Board Meeting

January 17, 2018 7 pm

System Headquarters

- Trivia time has been introduced at the end of their library board meetings – The amount saved by the library for their patrons is \$750 per year overall (\$1000 per year for seniors). It was suggested that this could be used when we lobby for funding.

Announcements:

- Those in attendance please complete green sheets with contact information so that name tags can be generated. Please also complete for substitutes and give to Ms. Sticha tonight.
- There have been 30+ applications received for the annual awards ceremony. Emily is handling them. The applications will be posted electronically for review by Board members and one vote from each library director soon. Ceremony will be February 21 at 7 pm and the County Center. We are looking for a keynote speaker.
- Muhlenberg library is one of 14 libraries in the nation that are hosting the traveling exhibition *Explore Earth: Our Changing Planet* made possible by a grant from the National Science Foundation, organized by the Space Science Institute's National Center for Interactive Learning, the American Library Association Public Programs Office, the Lunar and Planetary Institute, and the Afterschool Alliance. The exhibition will be on display from January 13, 2018 to March 9, 2018 at the Muhlenberg Community Library, 3612 Kutztown Road, Laureldale, PA 19605. Hours are Monday-Thursday – 10 am to 8 pm, Friday 10 am to 2 pm, Saturday 9 am to 4 pm. There is no charge for admission.

Respectfully submitted,
Eve Kimball