



June 17, 2013

A meeting of the Board of Directors of the Reading Public Library was held today at 4:00 PM Southeast Branch Library located at 1426 Perkiomen Ave., Reading, PA, Renee Dietrich, President, presiding.

**Present:** Renee Dietrich, Heather Hanna, Stephanie Towles, Paul Hoh, Greg Knies, Jonathan Zeigler, Justin Bodor, Robin Costenbader-Jacobson, Frank Kasprovicz, Ernie Schlegel, Johanny Cepeda, Henriette Alban.

**Absent:** Ryan Breisch, excused.

**Guests:** Kate Thornton, William Roberts, Jane Cole

**Public Comment:** None

**Minutes:** Motion was made by Ernie Schlegel to approve the May minutes. Seconded by Justin Bodor. Approved

**Treasurer's Report:** Motion was made by Jonathan Zeigler to accept the Treasurer's Report. Seconded by Paul Hoh. Accepted.

Motion to suspend the Agenda to review the Audit with Jane Cole from Herebin + Company, Inc., made by Ernie Schlegel, seconded by Heather Hannah. Approved

Jane Cole provided draft copies of the audit for 2012 to include all assets and cash basis for the general fund and investment accounts.

Motion to accept audit with subtotals on the operating expenses on the final copy made by Jonathan Zeigler. Seconded by Stephanie Towles. Approved.

Discussion was entertained regarding setting a budget for potential expenses to include rent, utilities, permits, moving, storage and miscellaneous expenses to set up temporary site during main's closure in the fall. It was determined that the board should meet in the months of July and August and that Vicky Fuller would run an ad in the legal classifieds with the Reading Eagle to notify the public.

Motion to have a board meeting at Southeast on July 15<sup>th</sup> and August 19<sup>th</sup> at 4:00 PM made by Henriette Alban and seconded by Ernie Schlegel. Approved.

Motion to enter into Executive Session made by Henriette Alban and seconded by Heather Hanna. Approved. Entered Executive Session at 4:40 PM

Motion to exit Executive Session made by Paul Hoh and seconded by Ernie Schlegel. Approved. Exited Executive Session at 5:00 PM

**Director's Report:** Copies of the Director's Report were made available along with additional handouts. Saint Joseph's Hospital cannot get approval to move forward on purchasing the bookmobile. The library will continue to move forward with selling to any prospective buyer or send to auction. Leslie King's Senior Outreach

proposal for PaLa was accepted. The library was able to fulfill a request from Denmark for a gardening book from our collection.

**Library Services:** Report given by Stephanie Towles. The committee met June 3<sup>rd</sup> to discuss the RFP with the Berks County Public Library System. Motion made by Stephanie Towles to authorize the Library to proceed with the RFP and the Board President to communicate as such to the County. Seconded by Heather Hanna. Majority Approved. Ernie Schlegel Denied.

**Facilities:** Report given by Henriette Alban. The committee with the help of Bronwen Gamble and Betty O'Neil are working on securing quotes from moving companies. Locations for the pop-up space are being considered. The Director was asked to prepare a plan which details the space requirements for a 'Pop-up' library by next week so our realtor has a clear idea of our needs. The installation of solar panels are being explored with potential grant funding from BCCF. The conversion to natural gas at the branches is still in the works. Request Honeywell via letter drafted by Henriette Alban (with help from Mike Najarian) to fix our air issues. The timeline for renovations to start at Main is on schedule.

**Renovations:** No Report.

**Finance:** Report given by Jonathan Zeigler. Discussion regarding the upcoming expenses of using a temporary site for reduced services while main is under renovation.

Motion to approve a contract with the Shuman Development Group to secure potential space for temporary location made by Jonathan Zeigler and seconded by Heather Hanna. Approved.

Motion to approve Corporate Officers to authorize and sign documents to move forward or lease space when not sufficient time to hold until next board meeting made by Jonathan Zeigler and seconded by Henriette Alban. Approved.

**Personnel:** Report given by Justin Bodor. The Committee is waiting for the Director's self-evaluation report before it can move ahead.

**Development:** Report given by Heather Hanna. The next marketing committee meeting will be on September 10<sup>th</sup> at 4:30. Kate Thornton supplied a written report of activities. Upcoming events to include a cocktail party at the Reading Museum on September 18<sup>th</sup>, Chip Kidd author event on October 17<sup>th</sup>.

**Strategic Planning:** Report given by Paul Hoh. The committee along with Frank Kasproicz met with Al Weber and Sharon Banks on June 14<sup>th</sup>. An outline of the plan will be forthcoming.

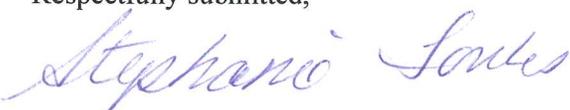
**Unfinished Business:** Discussion regarding the purchase of movie licenses as a district library function.

Motion made by Paul Hoh to purchase movie licenses for participating libraries for 2013 and address with the County the use of Coordination Aid for 2014. Seconded by Jonathan Zeigler. Approved.

**New Business:** None.

Motion to adjourn by Henriette Alban and seconded by Johanny Cepeda. Approved.

Respectfully submitted,



Stephanie Towles,  
Vice President