

**Reading Public Library
Board of Trustees
Monday, September 21, 2009
4:00 p.m.**

Agenda

- a. Public Comment**
- b. Call to order**
- c. Report of Treasurer**
- d. Report of Library Director**
- e. Report of Library Services Committee**
- f. Report of Facilities Committee**
- g. Report of Finance Committee**
- h. Report of Personnel Committee**
- i. Report of Development/Marketing Committee**
- j. Unfinished business**
- k. New business**
- l. Adjournment**

READING PUBLIC LIBRARY

June 15, 2009

A meeting of the Board of Trustees of the Reading Public Library was held today at 4:00 PM in the Board Room with Ron Hatt, President, presiding.

Present: Ron Hatt, Greg Knies, Bill Maslo, Pat Cavanaugh, Frank Kasprowicz, Paul Hoh, Doris Leisawitz
Sandi Krafczek, Gus Giddens, Ryan Breish

Absent: Henriette Alban, excused

PUBLIC COMMENT: None

MINUTES: Moved by Paul Hoh and seconded by Greg Knies to accept the May 2009 minutes. Passed.

TREASURER'S REPORT: Based on the deficit, it was discussed that if funds were needed to cover expenses for the General Fund, a transfer from the Money Market account up to \$250,000. a year, as needed, can be done. A motion was made to accept the conditions of the transfer as well as the Treasurer's Report as submitted by Paul Hoh and seconded by Bill Maslo. Passed.

DIRECTOR'S REPORT: Copies of the Director's Report were available. Frank Kasprowicz mentioned that city interns were getting ready to start at the Library. Frank also mentioned that the state budget to cut Library funding by 50% was rejected by the House. Letters are being distributed at the Circulation Desk asking help from the patrons, requesting that they write letters to the Governor in support of the Library. Chief Heim, from the Reading Police Department, will be conducting a safety seminar at the Library staff meeting on Friday, June 19th.

COMMITTEE REPORTS:

LIBRARY SERVICES: No report

FACILITIES: The last roof seam has been fixed. Issues with the HVAC are still being addressed.

FINANCE: The Finance Committee met today prior to the Board Meeting. Due to the Library's shortfall on cash it was discussed to hold off investing dividends at this time.

DEVELOPMENT: A meeting was held and bids were reviewed for printing 3000 newsletters that are due to come out in September. The Colonial Oaks Foundation grant for \$5000 was received as well as \$1000 from Saint John's Lutheran Church. Kate Thornton is continuing to pursue additional funding from other Foundations. The committee is looking into putting together a media kit to promote the Library as well as press releases to the paper. Upcoming events were discussed: Children's author Lindsay Barret George in October, and Greater Reading Young Professionals in November.

PERSONNEL: No report

UNFINISHED BUSINESS: The completed audit has been received. The motion to accept the audit and recommendations as submitted were made by Sandi Krafczek and seconded by Doris Leisawitz. Passed. Paul Hoh and Sandi Krafczek attended the BCPL meeting in May. Copies of the Statistics and the Director's Report were passed out and were well received. Henriette Alban will attend the BCPL meeting June 17th.

NEW BUSINESS: A date needs to be set for the Nominating Committee to meet in order to discuss nominations for next year. Sandi Krafczek is meeting with Bronwen Gamble on June 16th to discuss Sandi's working in the Library in July. The next Board meeting will be held on September 21st.

Entered Executive Session at 5:05 PM – Ended Executive Session at 5:38 PM.

Respectfully submitted,

Doris P. Leisawitz

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