



**BERKS COUNTY PUBLIC LIBRARIES  
Board of Directors Meeting  
May 18, 2022 7:00PM  
Hybrid Meeting  
MINUTES**

A regularly scheduled meeting of the Board of Directors of Berks County Public Libraries was held using a hybrid format, in person and via the Microsoft Teams platform, on Wednesday, May 18, 2022.

**Board Members Present:** Ginny Hand - President; Helen Flynn - Vice President; Dr. Debbie Noel - Secretary/Treasurer; Arleny Pimentel, Mary Ellen Wells, Charles Jones, Jason Brudereck

**Board Members Absent:** None

**System staff present:** Amy Resh, Library System Administrator; Stephanie Williams, Deputy Administrator/Outreach Services Coordinator; Jeff Smilko, Technology Coordinator

**District staff present:** Marissa Guidara, District Youth Services Consultant, Becky Wanamaker, District Consultant

**Advisory Committee members present:**

Mike Najarian, Bethel-Tulpehocken Public Library	
Rob Kistler, Boyertown Community Library	Linda Roebuck, Muhlenberg Community Library
Charles Wohl, Boyertown Community Library	Melissa Adams, Reading Public Library
Elaine Stano, Brandywine Community Library	Mindy Cohen, Robesonia Community Library
Karen Winegardner, Brandywine Community Library	Ben Robitzer, Sinking Spring Public Library
Chrissy Mittura, Boone Area Library	Laurel Quigley, Spring Township
D Michael Bennethum, Exeter Community Library	Maria Long, Village Library
Lois Geist, Fleetwood Area Public Library	Sandee Nevitt, Wernersville Public Library
Chelsea Williams, Hamburg Public Library	Sarah Bair, Womelsdorf Community Library
Gerry Hynes, Kutztown Community Library	Sarah Sechrist, Womelsdorf Community Library
Janet Yost, Kutztown Community Library	
Beck Wingenoeth, Mifflin Community Library	

**Call to Order:** Ginny Hand called the meeting to order at 7:00 PM.

**Pledge of Allegiance:** Ginny Hand led the Pledge of Allegiance.

**Public Comment:** No public comment.

**Approval of Minutes:** Mary Ellen Wells made a motion to accept the minutes, of February 16, 2022. Helen Flynn seconded. Minutes were unanimously approved.

**Treasurer's Report:** Debbie Noel reported on the final 2021 Budget Report. She noted the County budget had an unrealized amount of \$186,058.46; this was primarily due to a much less than anticipated expenditure on wages/benefits, as positions were being filled.

A detailed County Coordination Aid and State Aid report was included for May. To date, in 2022, distributions are approximately 42-45% of the year's budget. The bill for Polaris is currently being paid which will bring the expenditures to about 50% which is consistent with expected expenditures.

Debbie Noel moved that the report be accepted as presented. Mary Ellen Wells seconded. The report was unanimously accepted.

**Correspondence:**

We received two pieces of correspondence February through May 2022.

- A proclamation from the Berks County Board of Commissioners for National Library Week and to celebrate the end of the Library System's 35<sup>th</sup> anniversary celebration year.
- A proclamation from the Pennsylvania Senate from Senators Judith Schwank, David Argall, Bob Mensch and Katie Muth for National Library Week and to celebrate the end of the System's 35<sup>th</sup> anniversary celebration year.

**Administrator's Report:** Amy Resh shared her report with the Board and Advisory Committee members (The full report is attached)

*A few items were highlighted:*

Amy Resh used the findings from the libraries' State Aid Reports to send each library their System Member Profile for 2021 in keeping with the System's Membership Agreement.

Leslie Gaines created two portable, pocket translator kits and added them to the Accessibility and Supportive Learning Collection. These devices are capable of translating for fifty different languages.

Stephanie Williams and Resh provided Staff Development Day on April 29, 2022 at the Berks County Agricultural Center. The session was well attended with 79 staff members from 21 library locations!

The Library System purchased the first installment of Overdrive titles using ARP-IMLS funds allocated by the Office of Commonwealth Libraries. The second purchase will be made next week with the total allocation to the System of \$100,100.00

The system's 2021 Annual Report is available on the website, and, printed copies will be made available to libraries, their Boards, and other affiliated partners.

And, additionally, Roy Fulkersin and Jeff Smilko have been busy configuring and deploying patron and staff PCs; they have completed 75% of this work at our libraries.

## **Committee Reports:**

*Advocacy Committee:* Arleny Pimentel reported the Advocacy Committee met on April 12 and May 5 to review goals and objectives for their work. A survey was shared with library directors to learn more about their focus the past few months; program successes and other details. The Committee members also sent letters to Chairman Stan Saylor of the Appropriations Committee for his work as a library champion at the State House of Representatives. The committee is continuing to brainstorm how they can best support member libraries.

*Finance Committee:* Debbie Noel reported that the Finance Committee met on March 15 and April 6 to review the 2023 funding formula and to discuss changes to the 2025 funding formula. Revisions and discussions continue with another meeting planned before the final 2023 funding formula and instructions are presented at the August 17, 2022 Advisory Board Meeting.

**Old Business:** The final draft of the Delivery of Library Materials Plan was presented. Debbie Noel moved to accept the policy as written. Mary Ellen Wells seconded. The policy was unanimously approved.

**New Business:** none.

## **District Consultant Report:**

*From Becky Wanamaker, District Consultant*

The past weeks have been busy but rewarding ones at the district office. Visits to all of the libraries in the district are in process, and I'm finding it a very valuable way for me as the new District Consultant to connect with each director, to see and experience their libraries, and to gain a better feel for the opportunities of supporting them. Also, the 2022-2023 district negotiated agreement and district budget are nearing finalization for the start of the new district year in July. This is the contract and budget that defines the services and support provided by Reading District Library, and the obligations that libraries agree to as members of the district. We'll be reviewing the documents and signing agreements at next week's upcoming director's meeting. And finally, and as always, we greatly appreciate the support and partnership of BCPL in all district activities and services.

*From Marissa Guidara, Youth Services District Consultant, as read by Becky Wanamaker*

The district supported several spring projects, including the state-wide event PA One Book, which featured the book "Saturday" by Oge Mora. Marissa worked with the local Early Learning Resource Center and with the Reading Science Center to advertise the project and encourage partnerships with the libraries.

She also coordinated and created activities for national Free Comic Book Day, in partnership with Golden Eagle Comics and Games, and continued to support grab and go learning options in the spring with Craft Packs and Teen Book Drops.

The district also provided a CE opportunity for youth services staff on “Inclusive Practices in Early Learning,” to encourage the use of our Sensory Tool Kit materials and make our storytimes more welcoming to children with sensory processing disorders.

Marissa was also chosen to be part of the American Library Association’s Libraries Transforming Communities advisory panel for their Accessible Small and Rural Communities project.

**Announcements:**

Some more attendees have joined virtually; again a reminder to put your name and library in the Q & A box.

**Adjournment:** Mary Ellen Wells moved for adjournment. Helen Flynn seconded. The meeting was adjourned at 7:22 PM.

Respectfully submitted,

Debbie Noel  
Secretary, BCPL Board

***Next Meeting: August 17, 2022 7:00PM  
System Headquarters: 1040 Berks Road, Leesport PA 19533***