



**BERKS COUNTY PUBLIC LIBRARIES  
Board of Directors Meeting  
May 17, 2023 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 17, 2023.

**Board Members Present:** Helen Flynn - Vice President; Dr. Debbie Noel - Secretary/Treasurer; Jason Brudereck, Arleny Pimentel, Xiomara Toledo

**Board Members Absent:** Ginny Hand – President, Mary Ellen Wells

**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

**District staff absent:** Becky Wanamaker, District Consultant

**Advisory Committee members present:**

Mike Najarian, Bethel-Tulpehocken Public Library  
Noelia Eardley, Boone Area Library  
Christine Mittura, Boone Area Library  
Nicole Sapna, Boone Area Library  
Tina Brown, Boyertown Community Library  
Rob Kistler, Boyertown Community Library  
Karen Winegardner, Brandywine Community Library  
D Michael Bennethum, Exeter Community Library  
David Crissman, Fleetwood Area Public Library  
Chelsea Williams, Hamburg Public Library  
Geraldine Hynes, Kutztown Community Library  
Jennie Rodriguez-Priest, Mifflin Community Library  
Linda Roebuck, Muhlenberg Community Library

Julia Becker, Reading Public Library  
Laura Yazemboski, Robeson Community Library  
Stephanie Schreiber, Schuylkill Valley Community Library  
Lisa Hoopes, Spring Township Library Association  
Laura Quigley, Spring Township/West Lawn-Wyomissing Hills Library  
Ben Robitzer, Sinking Spring Public Library  
Maria Gerasklis-Long, Wernersville Public Library  
Allison Plevrakis, Wernersville Public Library  
Sarah Sechrist, Womelsdorf Community Library  
Sarah Bair, Womelsdorf Community Library

**Call to Order:** Helen Flynn called the meeting to order at 7:00 PM.

**Pledge of Allegiance:** Helen Flynn led the Pledge of Allegiance.

**Public Comment:** There were three public comments submitted regarding the Uniform Requirements and Responsibilities document, specifically *Section 9. Service Areas*. The comments were all submitted from the Kutztown Community Library: Janet Yost, Library Director; Tara Sanders, Youth Librarian; and Gerry Hines, Trustee.

**In-person comments:** None

**Approval of Minutes:** Debbie Noel made a motion to accept the minutes of February 15, 2023. Jason Brudereck seconded. Minutes were unanimously approved.

**Treasurer's Report:** Debbie Noel reported that, as is consistently the case, the library System County Budget, County Coordination Aid, and State Aid are all being spent as expected. No major unexpected costs have occurred.

Debbie Noel moved that the report be accepted as presented. Jason Brudereck seconded. The report was unanimously accepted.

**Correspondence:** No correspondence

**Administrator's Report:** Amy Resh shared her report with the Board and Advisory Committee members. She highlighted the following:

Amy Resh and Stephanie Williams coordinated tours of the Hamburg Public Library and Boyertown Community Library for Commissioner Lucine Sihelnik and her executive assistant, Lynne Burns. Amy thanked those libraries for being so welcoming. Work continues towards a SPARK migration in Q1 2024. Two member libraries in 2022 were not in compliance with the System Membership Agreement and received letters highlighting the deficiencies. Amy corrected the note about a potential IMLS grant application- that may happen in 2024 and is not happening in 2023. 30 braille book titles for the Accessibility and Supportive Learning Collection. The Office of Commonwealth Libraries' awarded a \$7,500 reimbursement grant for a permanent StoryWalk® installation at Berks Nature- tentative ribbon cutting in August 2023. Staff Development Day Committee provided this year's event to 80 staff from member libraries. Delivery levels are now back at pre-pandemic levels. The 2022 Annual Report Booklet has been printed and libraries can request additional copies from the System.

### **Committee Reports:**

***Advocacy Committee:*** Arleny Pimentel reported that the committee met on April 18, 2023. The first purpose of the meeting was to determine the Chair. Arleny agreed to continue as Chair in 2023. The secondary purpose was to discuss the Pennsylvania Library Association (PaLA) Ask document Amy shared with the group. The group decided to draft a letter that libraries can email state legislators, requesting stable funding as noted in the Ask document. A follow-up meeting will take place in June or July.

*Finance Committee:* Debbie Noel reported that the first meeting of the Finance Committee will be held at Systems Headquarters on Monday, June 5, 2023, at 11 AM at which time the 2024 Funding Formula will be reviewed. Meetings are also scheduled for June 21, 2023 at 12:00 PM, and July 18 at 11:00 AM.

*Nominating Committee:* Jason Brudereck reported that the committee met on April 18, 2023. The purpose of the meeting was to review trustees' terms. All trustees whose terms expire this year are eligible for reappointment. All three agreed to stay on. This includes Debbie Noel, Arleny Pimentel, and Mary Ellen Wells.

*Uniform Requirements and Responsibilities Committee:* A new committee was formed to address updates and concerns related to the URR document. Committee members Helen Flynn, Ginny Hand, and Jason Brudereck met twice, on April 14 and April 20, to review the comments and suggested edits sent in by member library directors and trustees. After review and discussion, the committee members agreed upon the following edit to send to the full Advisory Board for their consideration:

#### Section 9. Service Areas

Service areas of each member library are defined by the Office of Commonwealth Libraries and accepted by the BCPL System and member libraries. Member libraries should follow the procedure outlined in the Library Membership Policy (Appendix F) if they are interested in adding an unclaimed service area in Berks County.

Libraries should make every effort to host programs or events or create financial partnerships with organizations and businesses within their defined service areas. A library that plans to host programs and events and create financial partnerships with organizations and businesses in Berks County at a location outside of its defined service area should consult the service area's library during the planning process. If the service area's library objects, the libraries should try to resolve disputes themselves before the event takes place.

If the libraries cannot agree on a resolution for a service area dispute, the service area library will notify the System Administrator in writing and copy the other library. The System Administrator and the Executive Committee of the BCPL Advisory Board will resolve the dispute within 10 business days from receipt of written notification. They will then notify both libraries in writing of the resolution.

**Old Business:** The draft of the updated Uniform Requirements and Responsibilities for System Member Evaluation, with the above mentioned addition, was presented by Helen Flynn. A vote for acceptance will be held in August.

**New Business:** The Draft of the Membership Agreement Amendment was presented, as Attachment A in our packet for review. A vote for acceptance will be held in August.

**District Consultant Reports:**

*Marissa Guidara, Youth Services District Consultant provided the following report:*

Some recent successes to highlight include the completion of a round of the New Director Cohort program. This is a support, connection, and growth opportunity to partner with brand new library directors from around the district as they acclimate to their roles. The program consists of monthly meetings, the sharing of many resources, and a mentorship connection with a veteran director from the county. Eight impressive new directors completed the program this Spring, and are already accomplishing good things in their libraries with much promise for continued impact in the district and library field.

Also as of last month, our district Overdrive/Libby resource, the shared e-material platform for all of our libraries, now includes full access for all of the libraries of both the district and the system. Oley and Wyomissing merged with our Overdrive collection, and this represents a huge win of collaboration and available resources for all of our Berks libraries.

Marissa then thanked us for the continued opportunity to share and to partner in the work of the Reading Library District.

**Announcements:** None.

**Adjournment:** Jason Brudereck moved for adjournment. Arleny Pimentel seconded. The meeting was adjourned at 7:28 PM.

Respectfully submitted,

Debbie Noel  
Secretary, BCPL Board

***Upcoming Meeting Dates: August 16, 2023 7:00PM  
November 15, 2023 7:00 PM***

***Virtual on Teams OR at System Headquarters: 1040 Berks Road, Leesport PA 19533***