

Library Board of Directors Report
Presented by Brian Craig for presentation at the
June 28, 2016 Council Meeting

- **The Palmyra Public Library Board of Directors met on June 21, 2016.**
- **Library Production Figures:** Circulation for May 2016-11,544, down 332 or 2.8% compared to May 2015. Patron traffic for April 2016 was 13,266 compared to 14,655 in May 2015.
- **Palmyra Borough Funds:** Received for a total of \$25,500.
- **Executive Director:** Chelsea Weibley is now the Executive Director of PPL.
- **Administrative Assistant:** Kim Priest was hired to be Chelsea's assistant.
- **Bethany UMC Proposal:** Pastor Lynch approached the library about offering a library outlet in the borough from his church. It was questioned whether this would be rent free-- -don't know.
- **Employee Handbook:** The handbook that was reportedly well underway is to be thrown out, and Chelsea will begin anew.
- **Library Card Policy:** PPL was the last library in the County that did not allow government issued photo identification in lieu of a library card to borrow material. That policy was updated.
- **Budget:** Treasurer's Report - April 2016. The total YTD income was \$148,325.58 of the predicted \$404,896.00 and the total YTD expenses were \$175,922.49 of the predicted \$502,350.00 leaving a YTD deficit of \$ 27,596.91.
- **Fund Raising:** The Capital Campaign Steering Committee determined that the PPL is not prepared to wage a full scale capital campaign at this time.
- **Fund Raising:** The E-rate grant which was reportedly completed was determined to be uncompleted and will not be submitted this year.
- **Fund Raising:** Chelsea has determined that the second fund drive mailer of the year usually breaks even. She will not do it starting next year.
- **Library Events:** All library events can be found on their web site at www.lclibs.org/palmyra.
- **Last Report/Resignation:** I will be resigning from the PPL Board as of today. They deserve someone who is able to devote a more time than what I am able. Thank you for the pleasure of representing the Borough in this important position.