

**Hellertown Area Library
Minutes from the
August 23, 2022 BOARD MEETING**

Call to order – President Ken Solt called the meeting to order at 6:34 PM on August 23, 2022.

Pledge of Allegiance was led by Ken Solt.

Roll Call by Beth Bloss, Secretary Attendees in person: Ken Solt, Jane Styer, Noelle Kramer, Pam Hahn, Beth Bloss. Zoom Attendees: Andrew Hughes, Matt Marcincin, Jasdeep Ahluwalia. Guests: Jane Shinko, Rich and Claire Koehler, Bob Pasternak, Ken Bloss

Approval of Minutes

Motion made by Jane Styer to accept the Minutes. Seconded by Pam Hahn. Motion approved.

Approval of Agenda

Motion made by Pam Hahn to accept the Agenda. Seconded by Jasdeep Ahluwalia. Motion approved.

Library Reports

- A. **Friends of the Hellertown Area Library** –Mr. Ken Solt, reported. New fund raiser at McDonalds on August 29. Proceeds to come to the Library. Goat Yoga will again take place September 11

Nature of HAL-FOTHAL relationship-Agreed to work with of the Development Committee of Library so we are not duplicating activities.

- B. **Treasurer**-Mr. Andrew Hughes
 - a. Review of July Balance Sheet, Budget to Actual, and P&L
Motion to accept the three documents presented by Andrew Hughes subject to review by bookkeeper.
Motion seconded by Pam Hahn. Motion approved
 - b. Approval of Preliminary 2023 Budget
To be addressed at September meeting: Discussion regarding billing LST for Services rendered.
We need to expand our legal fees budget.
Motion by Andrew Hughes to expand legal fee budget \$10,000 more.
Seconded by Matt Marcincin. Motion passed
Budget review per slides presented by Andrew Hughes. Plan needs to be discussed for 2023 budget considering loss of income from LST.

Ken Solt moved to present budget as presented by Treasurer, Andrew Hughes, to the Hellertown Borough.

Pam Hahn made the motion and seconded by Beth Bloss. Motion approved.

C. Library Directors Monthly Report-Ms. Noelle Kramer

I. Funding

- Hellertown Borough funds were deposited on August 17th.

II.

Technology

- We have had an increase of telescope loans to borrowers from out of the local area. Concerns have been raised about the lenses traveling distances by car.
- We will continue this discussion in September. Operations and Procedures will look into this

III. Personnel/Volunteers

- Staff are doing weekly staff picks. Volunteers will also be asked to participate. The board is encouraged to pick as well. The staff are also taking fun pictures and sharing bios on the website, etc.
- We have a full complement of adult volunteers. The new Teen Volunteer Program will begin in September.

IV. Meetings/Events

- The End of Summer Reading Carnival was August 17th. It was a huge success -over 300 people attended!
- Some members of the staff will participate in the Hellertown Halloween Parade. Patrons will also be invited. The inclusion of the Book Bike has not been decided.

V. Purchases/Budgets

- Senior, Youth, and ESL Collection Enhancement Grant purchases are completed. Two more reimbursements are expected.

VI. Building/Grounds

- Storage space is at a premium. We need to build a foundation and the shed.

D. Teen Trustee-No Report

1. Standing Committee Reports

A. Building & Grounds- Mr. Ken Solt

Security camera broken, system needs to be enhanced.

B. Development- Ms. Beth Bloss

Working with JoEllen Thompson and Janie Hecker to bring books from library to Bloss barn on Constitution Ave.

- C. Finance-Mr. Andrew Hughes, Ms. Jane Styer
Report covered in Treasurers Report

- D. Operations & Procedures- Ms. Jane Styer & Pam Hahn
 - a. Final Approval of Gift and Donation Policy
Motion by Beth Bloss to approve donations received of \$1000.00 or more to move into the Endowment Account. Seconded by Pam Hahn. Motion approved.
Motion made by Pam Hahn to increase Freemansburg membership fee to \$30.00 for single and \$35.00 for family. Effective September 1, 2022 and implemented at Directors Discretion. Seconded by Andrew Hughes. Motion approved.

- E. Personnel-Mr. Andrew Hughes & Ms. Jane Styer
No report.

2. Old Business

- A. LST Agreement/Services.
Ken Solt has communication to present to LST and to be copied to our Representatives and Secretary of Education.

3. New Business

No new business

4. Courtesy of the Floor

None

- 5. **Adjournment:** Motion to adjourn meeting at 8:28 PM made by Jane Styer.
Seconded by Pam Hahn. Motion approved

Respectfully submitted

Beth Bloss , Secretary

October meeting will be Tuesday, October 25, 2023