

Hellertown Area Library Board Minutes April 23, 2024

Call to Order President Mr. Ken Solt

A. Pledge

B. Roll Call

Members present: Ken Solt, Emily Cieslak, Beth Bloss, Bill Rowe, Pam Hahn

Members Zoom: Jasdeep Ahluwalia, Andrew Hughes

Members Absent: Jen Ligo

Guests present: Bob Pasternak, JoEllen Thomson, Ken Bloss

Guests Zoom: Larry O'Donnell

C. Approval of March Minutes

Motion to Accept: Beth Bloss

Seconded: Bill Rowe

Carried: unanimous

D. Approval of Agenda

Motion to accept: Corrections to Director's Agenda, Andrew Hughes

Seconded: Pam Hahn

Carried: unanimous

2. Library Reports

A. Friends of HAL: Ken Solt,

a. Upcoming Events:

Library Grounds Cleanup-May 5 @ 9AM Volunteers encouraged to help

Fundraiser:

McDonalds May 8 4PM to 8PM

Results of Lost River Tavern: \$600

B Treasurer: Jen Ligo

1. Reviewed March Balance Sheet

Questions:

1.What was the date of the deposited LS check for monies owed for 2022?

2.Treasury Bills. Line item loss

2. Budget to Actual: Negative drop was expected

3. P&L: Monthly and quarterly statements. No questions

Motion to accept: Beth Bloss

Seconded: Jasdeep Ahluwalia

Carried: unanimous

C Library Director: Ms. Emily Cieslak.

1. Funding

- Borough Funds deposited

- Contacted Crayola, Wawa, Just Born, Josh Early to request small grants and donations for summer reading programs

- Jobs and Education grant received needs to be spent by 12/31

- Statewide Library Services and Technology Act (LSAT) grants accepting applications

- Amazon Wish List

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2. Technology

- New Computers making positive impacts
- Destiny running on cloud server
- Website update preview at
<https://hellertownarealibrarysecureserversites.net>

3. Personnel/Volunteers

- All personnel and volunteers are required to obtain mandated reporter clearance and up credentials
- 2 Circulation desk assistants will needed in a few month

4. Meetings and Events

- Staff meeting and staff/volunteers sessions being planned for May 2024
- Summer reading activities for children and adults will begin soon working toward Read to Bead
- Activities for youth: chess, bingo, beekeepers seminar, Freedom to Read

5. Purchases/Budgets

- Manga book spinner
- Scanner docs
- Paper shredder, puzzles for kids
- Include in website update on Homepage: links to ways to donate

6. Buildings and Grounds

- Basement renovations complete, all rooms available
- Lightbulb office desk needs to be replaced

D. Teen Trustee: Stephen Vautrin: no report

3. Standing Committees

A. Building and Grounds: Ken Solt, Bill Rowe, & Andrew Hughes
check safety close on elevator
need weed whacker person

B. Development: Beth Bloss.

Book Sale June 1

Special section of new releases 2022-present

Volunteers help M-W-F 9-11 AM

Selling hot dogs, bake sale

Have acquired tents, drivers, set up and break up helpers

Contacted Legion and Christ Lutheran for sign display

Created and distributed flyers

C. Finance: Jen Ligo, Jasdeep Ahluwalia, Bill Rowe

No meeting

Next meeting will discuss Vanguard account, making adjustments

D. Operations and Procedures: Pam Hahn

1. extension of LS subscriptions

2. policies update

gathering them into 1 folder

making hard copies

read and review 1 each month

Bill Rowe will gather policies

3. Adding genre stickers to books

E. Personnel: Ms Pam Hahn & Mr. Ken Solt:

1. In near future need to replace to two circulation assistants
2. FOTHAL needs volunteers

4. Old Business: none

5. New Business:

1. August 25, 2024 Helpers needed at food stand for Music in Park food in crockpots
2. Relationship with Lower Saucon Township
Lower Saucon close to announcement of relationship
Announcement from Lower Saucon Township Board week of August 29, 2024

6. Courtesy of the Floor to Visitors

1. Have laminated shelves for shed when it is ready
2. Bob Pasternak has pictures from Easter Egg Hunt and history of HAL and would like to make them available on library 1 drive

7. Adjournment: 8:25

Respectfully submitted

Pam Hahn

Next Meeting May 28, 2024