

Hellertown Area Library
June 28, 2022 Minutes

1. Call to order by President- Ken Solt at 6:35 PM

A. Pledge of Allegiance President Solt led in the Pledge of Allegiance

B. Roll Call Secretary- Beth Bloss

In Person: Ken Solt, Jane Styer, Beth Bloss, Noelle Kramer

Zoom Attendees: Andrew Hughes, Matt Marcincin,

Absent: Jasdeep Ahluwalia, Pam Hahn

Visitors: Ken Bloss, Jane Shinko, JoEllen Thompson, Janie Hecker, Rich and Claire, Andrea Milliren , Anthony Salamone, Morning Call, Larry O'Donnell, Tom Rieger

C. Approval of the Minutes

Motion made by Jane Styer and seconded by Beth Bloss. Motion Approved.

D. Approval of the Agenda

Motion to approve the Agenda made by Andrew Hughes, seconded by Beth Bloss. Motion approved.

2. Library Reports

A. Friends of the Library- Larry O'Donnell

Successful Lost Tavern fund raiser. Received nearly \$1,000 donations.

Report that the leadership team for the Friends of the Library is being re-organized to meet the current needs. Considering how to coordinate with the Development Team from HAL.

B. Treasurer- Andrew Hughes

Review of May balance sheet and P & L sheets.

Investments down due to market. Contributions to the Library helped this month.

Questions from the Floor

Jane Shinko: Is there a threshold to put in Vanguard?

Answer from Andrew Hughes, No there is not.

Motion made by Andrew Hughes to accept the Balance Sheet and the P & L as prepared by the bookkeeper.

Seconded by Matt Marcincin

Motion approved

Tax Return

Tax Return prepared by Hutchinson, Gillahan & Freeh

Included in Board packet. Signature required by Julia Sefton, previous Board President. Follow up by Noelle Kramer with the accounting firm. Table this report until July meeting.

C. Directors Report- Noelle Kramer

I. Funding

- Hellertown Borough funds were deposited on June 15th.
- Thanks to the efforts of Cathy Hartranft and Hellertown Borough council, HAL has been awarded a \$50,000 grant through Senator Lisa Boscola. This grant may be used for operating costs such as collections, programs, and technology support.
- The ADA Improvement Grant of \$5000 must be completed between October 1, 2022, and September 30, 2023.
- Vanguard has confirmed the Ken, Andrew, and Jane have been designated as authorized signatories on the Vanguard accounts.
- The auditor's review is complete.*
- HAL's small Games of Chance license has been renewed.
- PA tax exempt renewal application has been submitted.

II. Technology

- a. Nothing to report.

III. Personnel/ Volunteers

Teen Trustee lined up by Jessica King

IV. Meetings/Events

- “Eyes of the Wild” on June 15th was a huge success. We had over 75 adults and 65 children attend.
- Summer Reading is in full force. We have had a tremendous response. Adult participation is up.
- Success with the raffle over \$1,000.00 raised

V. Purchases/Budgets

3. Standing Committee Reports

A. Building/Grounds- Ken Solt

- During the fire extinguisher inspection, it was determined that five of our six extinguishers were expired and needed replacement. The total cost for inspection and replacement was \$545. The extinguisher next to children’s audiobooks is pulling out of the wall and must be moved.
- Lowe’s ProServices has sent savings key fobs and stickers with HAL’s account number.
- Storage space is at a premium. We need to build a foundation and the shed.

B. Development Committee -Beth Bloss

Working with JoEllen Thompson and Janie Hecker to organize and store extra books to be able to resell.

C. Finance- Andrew Hughes, Jane Styer

Endowment is stable. Market and world situation has an impact funds.

Future Thoughts:

Move cash to CD till actually needed

Reduce Endowment portfolio 33% from equities to cash.

Reduce Endowment portfolio 100% from equities to cash

We may need to tap into our resources in 2023 and 2024 and 2025 using Endowment for operating expenses.

Questions from the floor were addressed.

From Jane Shinko future financial instruments discussed. CD ladder, flex CD, bonds. Andrew Hughes will discuss with Truist and other banks on options for handling our cash investments.

Question: Are we setting our goals with consideration of not receiving LST budget?
This is to be a continued discussion.

D. Operations & Procedures- Jane Styer

Jane reported that Notary Services to be offered in the future.

E. Personnel- Andrew Hughes and Jane Styer

Nothing to report

4. Old Business

Andrew Hughes met with new IT provider. Determined not in our best interest to change our provider.

5. New Business:

Discussion of a LST letter received today. It was determined to table discussion until reply from our Solicitor. Note: Executive Session to be called if necessary.

Farmers Market is using HAL electricity and garbage. Ken Solt will talk with borough concerning the use of electricity and garbage.

Ken Solt will discuss with FOTHAL concerning placement of info table space so there is no conflict with existing vendors space.

6. Courtesy of Floor:

Anthony Salamone from the Morning Call asked is there any new lawsuit from LST. Ken Solt replied nothing rescinded by LST.

Motion to adjourn by Andrew Hughes at 8:18

Seconded by Jane Styer

Meeting adjourned 8:18 PM

Respectfully submitted,

Beth Bloss

Secretary

Next meeting: Tuesday July 26, 2022