

January Hellertown Area Library Board Minutes

**I Call to Order:** President Ken Solt@6:33

**II Pledge**

**III Roll Call**

Members present: Director Emily Ciesiak, Ken Solt, Andrew Hughes,  
Beth Bloss, Pam Hahn

Members Zoom: Bill Rowe, Jasdeep Ahluwalia, Jen Ligo, Steven  
Vautrin

Guests present: JoEllen Thomson, Ken Bloss, Marilyn Merrill,  
Bob Pasternak. Geeta Sajnani

Guests Zoom: Bernadette Enriques, Larry O'Donnell

**IV Approval of previous Minutes**

Motion: Beth Bloss

Seconded: Pam Hahn

Carried: unanimous

**V Approval of Agenda**

Motion to accept: Pam Hahn

Seconded: Beth Bloss

Carried: unanimous

**VI Reorganization**

President: **Ken Solt:** Nominated by Beth Bloss

Seconded: Andrew Hughes

Carried: unanimous

Vice President: **Jasdeep Ahluwalia:** Nominated by Bill Rowe

Seconded: Beth Bloss

Carried: unanimous

Treasurer: **Jen Ligo:** Nominated by Pam Hahn

Seconded: Bill Rowe

Carried: Unanimous

Secretary: **Pam Hahn:** Nominated by Beth Bloss

Seconded: Jasdeep Ahluwalia

Carried: unanimous

**VII Reorganization of Standing Committees**

A. Building and Grounds: nominated: **Ken Solt and Andrew Hughes**

motion: Beth Bloss

seconded: Pam Hahn

carried unanimous

B. Development: nominated: **Beth Bloss**

motion: Pam Hahn

seconded: Bill Rowe

carried: unanimous

C. Finance: nominated: **Andrew Hughes, Jen Ligo, Bill Rowe, Jasdeep Ahluwalia, Ken Solt**

motion: Pam Hahn

seconded: Beth Bloss

D. Operations and Procedures: nominated **Beth Bloss, Pam Hahn**

motion: Andrew Hughes

seconded: Bill Rowe

carried: unanimous

E. Personnel: nominated: **Ken Solt, Andrew Hughes, Pam Hahn**

motion: Beth Bloss

seconded: Jen Ligo

carried: unanimous

## **VIII. Library Reports**

A Friends of HAL: Mr. Ken Solt, Larry O'Donnell

1. Reorganization in March

2. Update of fund raising: Christmas at Braveheart: TBA

3. Upcoming Events

a. McDonald's-mid March

b. Spring cleanup- May in conjunction of reopening of Farmers' Market

c. Library Booksale in May

4. Nature of HAL-FOTHAL relationship

Merger ongoing

Waiting for Accountant Update: Hutchinson, Gillian & Freeh)

B Treasurer:

1. Review of Previous Balance Sheet

2. Budget to Actual: Income in red, less than projected amount

3. P&L: yearly income higher than budgeted. Andrew Hughes explained

Questions: none

Motion: Pam Hahn

Seconded: Andrew Hughes

Carried: unanimous

C Library Director: Ms. Emily Ciesiak

1. Funding:

a. Received monies owed from Lower Saucon for 2022

b. Earnings

Snuggle and Snack Sale: \$416

Winter Basket Raffle: \$1,196

2. Technology

- a. Hardware and Software must be updated  
Breakdown as to immediate, middle, and long term replacement
- b. Cost estimate \$20,000 to \$40,000
- c. Integra must be contacted
- d. Investigate new technology partner who focuses on nonprofits
- e. Board made motion of \$10,000 for staff to upgrade some computers
- f. Upgrade website

### 3. Personnel/Volunteers

- a. Have returned to regular hours
- b. Personnel and volunteers need mandated clearances and training

### 4. Meetings/Events: Staff meeting rescheduled to February

### 5. Purchases/Budgets: see technology

### 6. Buildings and Grounds

- a. Memorial Wall completed
- b. Reframed mosaic piece, hung art posters
- c. Suggestion to update plaque of deceased volunteers
- d. Basement renovations  
basement closed until completed  
plumbing replacement to commence week of 1/29

### D. Teen Trustee

Stephen will share library announcement with Middle School and elementary students

Will announce weekly HAL Tag meetings

Will get updates from HAL Facebook to share with schools

## **IX. Standing Committees**

### A. Buildings and Grounds:

#### 1. Basement.

- a. replacement of flood damaged wall and carpet by Herb Payung
- b. Materials Discounted Final cost \$800
- c. Labor: \$4500
- d. Mammoth estimate was \$9,000

#### 2. Doors

- a. rekey all doors
- b. Combo key office or keypad and lock
- c. Motion to hire locksmith- Andrew Hughes  
seconded: Beth Bloss  
carried: unanimous

### B. Development: Advertise events on Legion Board and Christ Lutheran Church

### C. Finance: Monthly meetings will be Thursday before HAL Board meetings

### D. Operations and Procedures: Policy with Lower Saucon

1. Extension of library cards to Lower Saucon residents on a quarterly basis
2. HAL will continue to sell membership cards to new LS patrons
3. Lower Saucon will continue reimbursements

E. Personnel: No new business

**X. Old Business:** none

XII. New Business

- a. Create Library Book Bag sale-Marilyn Merrill will look into it
- b. Agenda is due Friday before HAL Board Meeting

**XI. Courtesy of the Floor to Visitors**

Questions asked if agendas, minutes, and 990's (financial) will be made available to public

**XII. Adjournment:** 8:45

Motion to accept: Pam Hahn

Seconded: Beth Bloss

Carried: unanimous

Adjourned to Executive Session

Next Meeting: February, 26, 2024

Respectfully submitted,

Pam Hahn, Secretary