

HAL April 2022 Minutes

1. *Call to order* – 6:32 PM

A. President Solt led in the Pledge of Allegiance

B. Roll Call—Secretary Beth Bloss

Attendees: Pam Hahn, Jane Styer, Ken Solt, Noelle Kramer, Beth Bloss. Zoom attendees: Andrew Hughes, Matt Marcincin, Jasdeep Ahluwalia, Visitors: JoEllen Thompson, Jessica King, Ken Bloss, Janie Hecker
Absent: Shanti Sajnani

C. Approval of Minutes – March 2022

Motion made by Jane Styer to approve the March minutes with spelling corrections. Seconded by Pam Hahn. Motion approved.

D. Approval of Agenda

Motion to approve the Agenda made by Pam Hahn and seconded by Matt Marcincin.

Motion approved

2. *Library Reports*

A. Friends of the Hellertown Area Library – Ms. Jessica King, Mr. Ken Solt
Jessica King, VP of Friends of the Library updated the board on fund raising ideas. The thought is to have a different fund-raiser for the library each month. For May there was Goat Yoga. Event was sold out. Cohen foundation agreed to match the monies raised. Hoping this to be an annual event.

June Fund Raiser. Lost Taverns Story Time. Local food truck, beer and candy trucks will be available. Cooperate donation will match funds raised.

Ms. King reported she is working with the Landfill for donation money, also.

Ms. King also stated that there has been money coming in for Pave The Way project.

She spoke with Dave Heintzelman regarding mentioning in his funeral packet that people can choose to donate to the Library for contributions in honor of their loved ones.

Sunday May 1, 2022, there will be a spring clean up which coincides with the opening of the Hellertown Farmers Market. The Friends of the Library will be having sign ups for people to belong to the Friends organization.

July hopefully a pool part

And in the Fall....a Winery event.

B. Treasurer..... Mr. Andrew Hughes

Review of March balance sheet and P&L. There was a profit for March due to the community contributions., which were up 25%.

Motion made by Andrew Hughes to accept the P & L Sheet and the Balance sheet with the review from auditor.

Seconded by Beth Bloss

Motion approved

Report on Endowment funds. Mr. Hughes reported there is no change in the movement in market. The funds are down 7%. Investment funds shared on zoom screen. Investments effected by world situation and inflation.

State money was held in Reserve for the first quarter and waiting for report from OCL.

Received update from Library Development Advisor

Please see below the answer the Ms. Andrea received from state:

Mike Reilly, MLS | Library Development Advisor | State Aid Administrator
Office of Commonwealth Libraries | Pennsylvania Department of Education
333 Market Street | 14th Floor | Harrisburg, PA 17126

The State Aid payment that is disbursed in February covers the state fiscal year from July 1 to June 30. The payment that was sent in February of 2022, would have covered July 1, 2021 up to June 30, 2022.

Mr. Hughes asked for questions

No Questions from the floor.

Report file for audit.

C. Library Directors Monthly Report..... Ms. Noelle Kramer

I. Funding

- Hellertown Borough March funds were deposited on April 12th.

II.

Technology

- We are back in compliance with Secure Trust.
- The hard drive on the laptop assigned to Noelle crashed. It is currently at Integra for diagnoses.

III. Personnel/Volunteers

- As of May 1, 2022, the Teen Volunteer program at HAL will be suspended. We will be restructuring to improve the program. When the program reopens the attached policy will be in place. Everyone that wishes to come back will be expected to reapply under the new guidelines.

IV. Meetings/Events

- The Easter Egg Hunt was a success. All spots were full. The hunt was financed through a grant from Thrivent and private donations of eggs and candy.
- “Eyes of the Wild” has been booked for June 15, 2022. They were almost booked for the summer. It will serve as the kickoff to Summer Reading. We are still seeking sponsors to cover the cost of the event.
- It is possible to have participants register in advance for Zoom meetings. Does the Board want this?
- Are the unapproved minutes from February the final version and are they approved for inclusion on the website?
- Hellertown Borough resident, Jane Shinko has emailed a letter she would like shared with the Board as she is unable to attend tonight.

V. Purchases/Budgets

D. Teen Trustee..... Ms. Shanti Sajnani No report

3. Standing Committee Reports

A. Building & Grounds..... Mr. Ken Solt

Building/Grounds....Ken Solt and Noelle Kramer

- Noelle Kramer reported there has been an increase in the number of people bringing animals into the library resulting in problems. We need a policy to address the issue.
- It was suggested put out NO ANIMALS sign out front and service animals must show proof of vaccination.
Motion made by Andrew Hughes
Seconded by Pam Hahn
Motion approved
- Ken Solt reported that the Storage space is at a premium. We need to build a foundation for the shed. It may cost approximately \$550 for materials. He is looking for volunteer help. It was suggested perhaps the Boy Scouts can help.
- Noelle reported Circulation figures will be reported quarterly

B. Development..... Ms. Beth Bloss reported ...they are working with Jess King with the Friends of the Library committee

C. Finance.....Mr. Andrew Hughes, Ms. Jane Styer

Reported that those donating to the Library will be publicly put on our website.

D. Operations & Procedures..... Ms. Jane Styer along with Pam Hahn and Noelle Kramer reported there will be an update on the Teen Volunteer Procedures which commence in September.

Question from Jess King, is there a scholarship from the library for high school students.

Answer No there is not.

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

4. Old Business

A. LST Agreement Proposal

Ken Solt reported on a meeting hosted by Pastor Phil at Christ Lutheran Church. Dave Heitzelman posted a letter outlying this meeting. LST wants to explore Regionalization with LST, Sothern Leigh and Hellertown.

Andrew Hughes made a motion to reply to LST to decline the latest proposal and reconsider a written proposal from LST regarding Regionalization and to be received before May 24, 2022, HAL Board Meeting. President Solt will convey this message in writing to LST and Hellertown Boro and Pastor Phil.

Motion seconded by Matt Marcincin.

Motion carried.

B. Bylaws Corrections: President Solt reported the By-Laws were adopted 3-22-22. Ken will send to Kathy at Boro.

5. New Business:

Jane S. and Noelle K. suggested that we offer notary services to the community. This would be by appointment only.

Courtesy of the Floor

Jess King explained an out door learning space for the Library. She has applied for a 2023 Grant for this project.

Jess also reported that she contacted the Garden Club to help with landscaping at the Library.

6. Adjournment

Ken Solt made a motion to adjourn
Seconded by Beth Bloss

Motion carried

Meeting adjourned 8:50 PM

Next meeting May 24, 2022, at 6:30 PM.