

I Call to Order President Mr. Ken Solt @6:35

II Pledge

III Roll Call

Members present: Steven Vautrin, Andrew Hughes, Beth Bloss, Pam Hahn, Ken Solt, Director Emily Cieslak

Members Zoom: Bill Rowe, Jen Ligo, Jasdeep Ahluwalia

Guests present: Ken Bloss, JoEllen Thomson

Guests Zoom: Matt and Andrea Milliren

IV Approval of Previous Minutes

Motion: Beth Bloss

Seconded: Bill Rowe

Carried: unanimous

V Approval of Agenda

Motion to accept: Andrew Hughes

Seconded: Beth Bloss

Carried: unanimous

VI. Library Reports

A Friends of HAL: Mr. Ken Solt, Ms Jessica King

1. Upcoming Events

May 5- Spring Cleanup of Grounds

May 8- MacDonalads' fund raiser

2. Nature of HAL-FOTHAL relationship: no discussion

B Treasurer: Jen Ligo

1. Review of Previous Balance Sheet

2. Budget to Actual-income less than budgeted

3. P&L

Profits less and expenses higher

Vanguard Account overall up

Questions: See Financial report

Motion: Accept Financial Report: Pam Hahn

Seconded: Beth Bloss

Carried: unanimous

C Library Director: Ms. Emily Ciesiak

1. Funding

a. Hellertown Borough funds have been deposited

- b. Contacted local companies (**Crayola, Wawa, Just Born, Lost River Caverns** and more to request small grants and donations for summer reading programs
 - c. Received check for \$98,000 from Lower Saucon Township for monies owed from 2022
 - d. Grant received from Senator Boscola partially spent on computer upgrades, collections, and summer reading program
2. Technology
 - a. in process of transitioning to new technology upgrades
 - b. new computers have positive impact
 3. Personnel/Volunteers
 - a. everyone required to obtain a mandated reporter clearance and to update credentials
 - b. Staff and volunteer training session being planned
 - c. Review emergency procedures
 4. Meetings/Events
 - a. Staff meeting planned for April 2024
 - b. Training session for staff and volunteers planned for April
 - c. FOTHAL resumed regularly scheduled meeting in February Meeting on second Wednesday of each month beginning in April
 5. Purchases/Budgets
 - a. Building locks for front door, back door, basement and office
 - b. Computers/technology
 - c. Basement renovations: almost complete
 - d. Security cameras: 8th camera waiting to be installed
 6. Buildings and Grounds
 - a. established a HAL Memorial Wall using the ground-breaking shovel, plaques, other memorabilia
 - b. Reframed and hung mosaic picture and puzzle, new art posters
- D. Teen Trustee: Steven Vautrin-no new business
- E. Policy: Lower Saucon law suites on hold
 Need review of policy-ongoing
 Motion: Beth Bloss: Extend membership to Lower Saucon through June 30, 2024
 Seconded: Pam Hahn
 Carried: unanimous

VII. Standing Committees

A. Building and Grounds:

1. will spring clean basement
2. carpeting being installed storage room
3. Technology update
 - from 2008-2024 cost \$400 instead of \$5,000
 - website being upgraded
 - Integra took old computers
 - reorganizing L-Drive
 - formal training for new technology
 - migration of Destiny to I-Cloud
4. Contacting Carl Voltman for HVAC update for spring and summer
5. Elevator needs servicing-valve replacement

B. Development:

1. Barn ready to receive books for sale, books being accepted
2. Need help with set-up and break-down-contacting area gyms
3. Need better advertisement
4. Finalizing flyer
5. Working on follow-up of unsold books

C. Finance:

1. Discussion of committee
2. \$50,000 from CD to 6-month Treasury Bills

D. Operations and Procedures: no business

E. Personnel:

1. need to find replacement for Geeta Sajjani
2. Posting on Indeed

VIII. Old Business-none

IX. New Business-none

X. Courtesy of the Floor to Visitors-none

XII. Adjournment-7:41

Motion to accept: Pam Hahn

Seconded: Andrew

Carried: unanimous

Next Meeting April 23, 2024 @6:30

