

**HAL MINUTES**  
**Board of Directors**  
**October 25, 2022**

1. **Call to order:** President Ken Solt called the meeting to order at 6:35 PM
  - A. Pledge of Allegiance was led by President Solt
  - B. Roll Call- Beth Bloss, Secretary. Present Ken Solt, Jane Styer, Noelle Kramer, Pam Hahn, Beth Bloss  
Zoom: Andrew Hughes, Matt Marcincin  
Absent: Jasdeep Ahluwalia  
Guests in person: Ken Bloss, Bob Pasternak, Tom Reiger (later in the meeting)  
Guests via zoom: JoEllen Thompson, Bill Rowe, Tom Reiger, Andrea M.
  - C. Motion made by Jane Styer to approve the Minutes. Seconded by Pam Hahn.  
Motion carried.
  - D. Beth Bloss made a motion to approve the Agenda. Seconded by Pam Hahn.  
Motion carried.

**2. Library Reports**

- A. **Friends of the Hellertown Area Library:** Ken Solt reported very successful hot dog sales at the Halloween Parade. Proceeds to benefit the Library. Pierogies also sold, but will not be sold next year.
  - a. Upcoming Events: There will be a wine tasting Nov 20, 2022. Pierogie fund raiser pick up is in December. Braveheart in December there will be a fundraiser.
  - b. Nature of HAL-FOTHAL relationship: A chart of accounts set up in the ledger for the Friends..

- B. **Treasurer:** Andrew Hughes, Treasurer, reported Positive Month reported from documents prepared by the bookkeeper.

We are billing Lower Saucon Township.

There was generous giving from the community.

Lisa Boscolo grant taken out of receivables until we actually receive it.

The boro helped us resubmit Grant application.

Motion to accept the P & L and Balance sheet as prepared by the bookkeeper , made by Andrew Hughes and Seconded by Matt Marcincin.

Motion carried.

- C. **Library Directors Monthly Repot:** Noelle Kramer

- I. **Funding**

- Hellertown Borough funds were deposited around October 18<sup>th</sup>.
- The Fall Basket Raffle will kick off November 1 and run through December 8.
- The Plan for State Aid is due to the OCL on November 4, 2023.

- II. **Technology**

- HAL is seeking the donation of a paper shredder.

- The copier contract is up at the end of November. Noelle is getting more bids for a new copier.
- Due to technology issues it was recommended that the library be closed Saturday November 5, 2022.

A motion was made by Jane Styer to close the library on Saturday, November 5, 2022. Pam Hahn seconded the motion.

Motion carried.

### **III. Personnel/Volunteers**

- Noelle thanked the board members who have shared their picks!
- A nominee is needed for the seat that Andrew will vacate.
- Two letters were received from Eckert Seamans Law Firm. One is addressed to "Dear Open Records Officer". We are not a government agency, we have no such position. The other is a copy of an appeal to the OCL.

### **IV. Meetings/Events**

- One of the Girl Scout Troops that meet at HAL has requested permission for a Girl Scout sleepover at the library possibly in January. Discussion to continue.
- The Book Bike was in the Hellertown Halloween Parade. In keeping with the theme, they dressed as characters from older books and newer books.
- The teens will host a Haunted Library on Sunday, October 30 from 3 - 5 PM.
- Children may stop into the library anytime on Halloween to Trick or Treat at the library. HAL is gratefully accepting candy donations to give out to the children.

### **V. Purchases/Budgets**

- Noelle appeared before Hellertown Borough Council to make an appeal to Council to consider increasing support for 2023 by 4 %.

**D. Teen Trustee:** Ken will talk to Jess King about this.

## ***3. Standing Committee Report***

### **A. Building/Grounds: Ken Solt**

- The deposit for the new security cameras was sent so materials will be ordered, and an installation date will be scheduled.
- Ken Solt addressed the outside hose situation. It will be removed.
- Outside light will be adjusted for the time change.
- Storage shed continues to be a needed item.

### **B. Development:** Beth Bloss.

JoEllen Thompson has been very helpful in bringing used books to the barn on the Bloss property and putting them in the bins provided by the Friends.

**C. Finance:** Andrew Hughes, Jane Styer Per material provided in the agenda packet, Andrew reviewed the investment portfolio. Discussion ensued about investing with a Federal T-Bill ladder. It was suggested that we set up a Federal T-Bill Ladder for investments. A total of \$90,000 in \$30,000 Ladder Increments was agreed upon.

A motion authorizing Treasurer to make this investment was made by Matt Marcincin and seconded by Pam Hahn. Motion carried.

**D. Operations & Procedures:** Jane Styer & Pam Hahn  
Motion made by Jane Styer to accept the updated policy on borrowing the telescope. Seconded by Pam Hahn. Motion carried.

**E. Personnel:** Andrew Hughes & Jane Styer No Report

**4. Old Business**

A. LST Agreement/Services State report needs to be submitted at the end of the week. To be discussed in Executive Session.

**5. New Business**

- a. Candidates for open board seat in January. Andrews term is complete at the end of December. Advertisements will be sent out to fill position.
- b. Nominating Committee created. Jane Styer Chairperson. Beth Bloss and Pam Hahn will serve on the committee.

**6. Courtesy of the Floor: None**

**7. Adjournment:** Ken Solt moved to adjourn meeting at 7:57. And move to Executive Session. Motion made by Jane Styer and seconded by Andrew Hughes. Motion carried.

***Next meeting November 22, 2022, at 6:30 PM.***