

Library Board Minutes

June 10, 2019

Bethlehem Area Public Library

Vice-President Jane Gill called the meeting to order at 6:00 p.m.

ATTENDING: City – Jane Gill, Joyce Hinnefeld, Olga Negrón, Emil Signes,
Julie Zumas

Bethlehem Township – Malissa Davis, John Merhottein

Fountain Hill – Annamarie Jordan

Hanover Township – Jamie Paxton

Staff – Josh Berk, Erin Poore

Other – Terence Faul (King, Spry, Herman, Freund & Faul)

ABSENT: City – Anne Felker, Sharon Yoshida

COURTESY OF THE FLOOR: Joyce Hinnefeld recommended the book *Palaces for the People* by Eric Klinenberg.

APPROVAL OF MINUTES: Annamarie Jordan made a motion to accept the May minutes, seconded by Jamie Paxton. The motion was passed unanimously.

APPROVAL OF OPERATING FUNDS: Joyce Hinnefeld made a motion to approve the April Operating Funds, subject to audit, seconded by Jamie Paxton. The motion was passed unanimously.

DIRECTOR'S ORAL REPORT:

1. Director Berk reported a growing popularity in the library's electronic books and information.
2. A discussion was held on obtaining statistics for usage, broken down by Contracting Communities. Articles that are read in our database can be sorted by subject.

REPORTS:

1. City of Bethlehem – none
2. Bethlehem Township – The furniture should be moved into the Coolidge Building this week. A rough schedule of days and hours will be available shortly. The official opening will be celebrated with a press conference and ribbon cutting before the end of the summer.

3. Fountain Hill – Director Berk gave updates on "Books on the Hill." Plans are in place for contracting custom artwork to decorate the vehicle's wrap. Various fundraising and promotional topics were discussed.
4. Hanover Township – The idea of a "Library Express," potentially located at the Westgate Mall, was suggested and met with great enthusiasm.
5. Friends of the Bethlehem Area Public Library – none

COMMITTEE REPORTS:

1. Finance Committee – The Committee met two weeks ago. Director Berk proposed investigating a change of banks from BB&T. The Committee also discussed looking into the current employee pension plan and improving the healthcare offered to the staff. When reviewing the Endowment Fund with Philadelphia Trust, it was discovered our portfolio included some Petroleum holdings. A motion was made by Jamie Paxton and seconded by Emil Signes to investigate the practical and economical ramifications of divesting the Library Endowment Fund from fossil fuel holdings. The motion was passed eight to one.
2. Governance and Strategic Planning Committee – The committee met last week. Strategic Planning will begin in August with Cathi Alloway. Changes were made to the Board Membership Agreement. A motion was made by Jamie Paxton and seconded by Joyce Hinnefeld to adopt the Board Membership Agreement. The motion was passed unanimously.
3. Human Resources Committee – A meeting will be held on June 24 at 6:30 p.m.
4. Marketing and Advocacy Committee – A meeting will be held on June 24 at 1:00 p.m.

OLD BUSINESS:

1. A discussion was held on the Patron Behavior Policy. Director Berk will submit notes and questions on the current policy for the Board to review and discuss.

NEW BUSINESS:

1. We received a grant from the Reidler Foundation to improve the library facility. It will be used to renovate the first floor shelving, desks, carpeting, and security.
2. The Cohen Room renovations are moving right along, with progress that is now visible.

3. The Blessing Boxes, that are located on the ground floor of the Main Library and also at the South Side Branch, are very popular. An Eagle Scout built and placed the boxes at each library and stocks them daily. "Take what you need and leave what you can" is the motto of this generous project.
4. The next Board meeting will be held at the Coolidge Building in Bethlehem Township on July 8. The address is 2740 Fifth Street.

A motion was made to adjourn by Annamarie Jordan

Respectfully submitted,

Annamarie Jordan
Secretary