

Library Board Minutes

September 9, 2019

Bethlehem Area Public Library

President Sharon Yoshida called the meeting to order at 6:03 p.m.

ATTENDING: City – Anne Felker, Jane Gill, Joyce Hinnefeld, Olga Negrón,
Sharon Yoshida, Julie Zumas
Bethlehem Township – Randi Blauth, 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 – Emil Signes

COURTESY OF THE FLOOR: President Yoshida shared the library's 1999 Annual Report, providing inspiration for the future from a look back at the past.

APPROVAL OF MINUTES: Annamarie Jordan made a motion to accept the July minutes, seconded by Jane Gill. The motion was passed with Jamie Paxton abstaining.

APPROVAL OF OPERATING FUNDS: Jamie Paxton made a motion to approve the June Operating Funds, subject to audit, seconded by Olga Negrón. The motion was passed unanimously. Olga Negrón made a motion to approve the July Operating Funds, subject to audit, seconded by Jamie Paxton. The motion was passed unanimously.

DIRECTOR'S ORAL REPORT:

1. Director Berk gave a report on the official opening of the Coolidge Building. It was a wonderful day that included music, sunshine, short speeches, refreshments, and most importantly, a positive feeling that all in attendance shared.
2. Director Berk sent out the audit material and 990's.

REPORTS:

1. City of Bethlehem – none
2. Bethlehem Township – John Merhottein reported there is a great deal of positive feedback on the Coolidge Building.

3. Fountain Hill – Annamarie Jordan inquired as to the progress of Books on the Hill. Director Berk reported the illustrator is working in conjunction with the wrap company to create a beautiful, one-of-a-kind creation to house the borough's newest, long-awaited addition.
4. Hanover Township – Jamie Paxton requested library information be included in the Township Community Center newsletter.
5. Friends of the Bethlehem Area Public Library – President Yoshida reported the Friends donated \$1,500 for the "Silver Scream at the South Side" fundraiser to be held on October 26. They also donated \$350 for National Hispanic Heritage Month.

COMMITTEE REPORTS:

1. Finance Committee – President Yoshida distributed a very informative "Leadership by Design" folder.
2. Governance and Strategic Planning Committee – Julie Zumas reported the committees would be separated into two individual committees. A meeting date will be set.
3. Human Resources Committee – Jamie Paxton reported a survey will be distributed to the staff for the Executive Director's evaluation.
4. Marketing and Advocacy Committee – none

OLD BUSINESS:

1. A motion was made by Anne Felker to authorize Director Berk to sign the 990 Tax Return. It was seconded by Olga Negrón and passed unanimously.

NEW BUSINESS:

1. An interesting discussion was held on the subject of the 2020 Budget. The pros and cons of an increase were addressed with input from all of the Board members. President Yoshida made a motion to have Director Berk create a preliminary budget that includes a 2.5% increase and a request to the City of Bethlehem for a one-time only gift of 1% to be used for special funding. The motion was seconded by Julie Zumas. The motion was passed with John Merhottein voting no.

A motion to adjourn was made by Jane Gill at 7:21 p.m.

Respectfully submitted,

Annamarie Jordan, Secretary