

Library Board Minutes

January 13, 2020 (Amended)
Bethlehem Area Public Library

Vice-President Jane Gill, acting as president in Sharon Yoshida's absence, called the meeting to order at 6:00 p.m.

ATTENDING: City – Anne Felker, Jane Gill, Joyce Hinnefeld, Emil Signes
Julie Zumas
Bethlehem Township – John Merhottein
Hanover Township – Jay Finnigan

Staff – Josh Berk, Liz Saraceno
Other – Terence Faul (King, Spry, Herman, Freund & Faul),
Michael Prendeville

ABSENT: City – Olga Negrón, Sharon Yoshida
Bethlehem Township – Randi Blauth
Fountain Hill – Annamarie Jordan

Staff – Erin Poore

COURTESY OF THE FLOOR: Liz Saraceno, South Side Branch staff member, was introduced.

The Hanover Township's newest Library Trustee representative, Jay Finnigan, was introduced and welcomed to the Board along with Michael Prendeville (Hanover Township's alternate).

ELECTION OF OFFICERS: A slate of new Board officers was presented by Julie Zumas on behalf of the Nominating Committee. There was an opening for the Treasurer position. Julie nominated John Merhottein as Board Treasurer. A vote was called and the slate passed unanimously. The following officers were elected for 2020:

President - Anne Felker
Vice President - Annamarie Jordan
Secretary - Joyce Hinnefeld
Treasurer - John Merhottein

Anne Felker took over as president, conducting the rest of the meeting.

APPROVAL OF MINUTES: One correction was noted: Julie Zumas was absent from the December 2019 meeting. It was noted that the reference to selling candy at the Bethlehem Township Coolidge Building was a suggestion not an action requiring Board approval. Jane Gill made a motion to accept the December minutes, seconded by Emil Signes. The motion was passed.

APPROVAL OF OPERATING FUNDS: Budget item E735 from the 2020 Budget was briefly discussed. Jane Gill made a motion to approve the November Operating Funds, subject to audit, seconded by Joyce Hinnefeld. The motion was passed unanimously.

DIRECTOR'S ORAL REPORT:

1. Director Berk noted the considerable media interest in the return of a children's book to BAPL (by way of the Nazareth Library) forty years late. He reported that November 2019 was a successful month with much use of library resources (particularly Hotspots, ebooks, online streaming). General withdrawals were down a bit, but this was essentially balanced (though not exceeded) by use of electronic resources.
2. John Merhottein requested that 2020 Director's Reports provide Service Measures for a three-year (rather than two-year) period.

REPORTS:

1. City of Bethlehem – none
2. Bethlehem Township – none
3. Fountain Hill – none
4. Hanover Township – none
5. Friends of the Bethlehem Area Public Library – none

COMMITTEE REPORTS:

1. Finance Committee – none
2. Governance Committee – none
3. Human Resources Committee – Jane Gill reported that the committee is still gathering data from staff evaluations; this process has revealed a need for a change in the planned timeline for these responses, calling for a return in February in order to allow for a full year of data.
4. Marketing and Advocacy Committee – Next meeting is scheduled for January 27.
5. Strategic Planning Committee – Cathi Alloway's revised proposal was shared with Board members last month. Next step in the process will be a staff retreat on the Monday after Easter, with staff members meeting with strategic

planners. The proposal calls for a payment of \$9,000 for 60 hours of work over a four-month period (January-April 2020); this cost will be covered by the Yoshida funds. A motion to approve the proposal was made by Julie Zumas, seconded by Joyce Hinnefeld, and passed unanimously.

OLD BUSINESS:

None

NEW BUSINESS:

1. John Merhottein asked for clarification about the role of Board Treasurer. Director Berk explained that the Treasurer serves on the Finance Committee, is authorized (along with the President) to sign checks, and makes trip to the bank as needed. BAPL checks require two signatures: (1) the Director's, and (2) the President's or the Treasurer's. Anne Felker and John Merhottein will need to be approved by the bank as new signers.
2. Director Berk noted that new Board officers will be updated on the BAPL website, etc.

A motion was made to adjourn by Julie Zumas at 6:27 p.m.

Respectfully submitted,

Joyce Hinnefeld, Secretary