

Library Board Minutes

January 11, 2021

Bethlehem Area Public Library

Meeting conducted virtually via Zoom

President Anne Felker called the meeting to order at 6:01 p.m.

ATTENDING: City – Anne Felker, Jane Gill, Joyce Hinnefeld, Olga Negrón,
Julie Zumas

Bethlehem Township – Randi Blauth

Fountain Hill – Annamarie Jordan

Hanover Township – Jay Finnigan

Staff – Josh Berk, Julia Brennan, Dana Hoy, Sarah Phillips, Erin
Poore, Sue Schirripa, Matt Wolf

Other – Terence Faul (King, Spry, Herman, Freund & Faul),
Michael Prendeville (Hanover Township Alternate)

ABSENT: City – Emil Signes

Bethlehem Township – Dale Sourbeck

COURTESY OF THE FLOOR: None

ELECTION OF OFFICERS: A slate of Board officers was presented by the Nominating Committee. A vote was called and was passed unanimously. The following officers were elected for 2021:

President - Anne Felker

Vice President - Annamarie Jordan

Secretary - Joyce Hinnefeld

Treasurer - Jane Gill

APPROVAL OF MINUTES: A motion to approve the December minutes made by Jay Finnigan; seconded by Annamarie Jordan. The motion was approved.

APPROVAL OF OPERATING FUNDS: A motion to approve the November operating funds subject to audit made by Jane Gill; seconded by Randi Blauth. The motion was approved.

DIRECTOR'S ORAL REPORT:

1. Today was the end of limited access. Patrons are again allowed in the building to select materials, but not to linger or use computers. The procedures feel pretty routine at this point. Creative programming by the staff continues online.

2. Numbers are unusual this year (e.g., higher numbers for e-books and films, other numbers lower). The number of checked-out items at the Coolidge Building in Bethlehem Township, on the other hand, is up.

Anne Felker asked when Coolidge opened. It opened on July 16, 2019.

3. Randi Blauth asked, on behalf of a patron, whether materials are being “quarantined” for 72 hours after being returned. Director Berk said that they are, even though this creates an extra, and possibly unnecessary, step. It reassures both staff and patrons about safety.
4. Director Berk noted that the electrician has finished his work toward the opening of the Books on the Hill site in Fountain Hill.
5. Director Berk reported that Kate Racculia noted that the Annual Appeal has been successful, with more contributions (as well as lots of nice notes) coming in than in the previous year--including a \$1,000 check today.

REPORTS:

1. City of Bethlehem – President Felker noted that she misses Sharon Yoshida, and work is underway to bring on another City of Bethlehem Board member.
2. Bethlehem Township – none
3. Fountain Hill – A number of residents have asked about progress on Books on the Hill over the last month, so Annamarie Jordan is glad to have an update about this. Matt Wolf asked about the purpose of recent electrical work. Director Berk said it has to do with needing a larger HVAC system than expected, which meant a need for improvements to the electrical board. Interior renovations cannot get underway until the space can be properly heated, but now next steps can be taken.
4. Hanover Township – none
5. Friends of the Bethlehem Area Public Library – President Felker will check with Deni Thurman-Eyer about having a representative from the Friends of the Library at future board meetings.

COMMITTEE REPORTS:

1. Finance Committee – The next meeting will be on the 4th Monday in January.
2. Governance Committee – President Felker spoke to Randi Blauth about possibly taking over as chair of this committee. She also asked if Dale Sourbeck is on a committee at this point. Jane Gill said she emailed to ask if he would be interested in joining the Finance Committee since he replaced

John Merhottein, who served on that committee; no response so far. Randi plans to check with him about these things.

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 – none
5. Strategic Planning Committee – Julie Zumas has had no response from Cathi Alloway so far, regarding her report from our strategic planning retreat. Cathi did speak with Director Berk earlier in the month to go over topics to be covered in the report.

OLD BUSINESS:

None

NEW BUSINESS:

None

A motion to adjourn was made by Joyce Hinnefeld at 6:20 p.m.

Respectfully submitted,

Joyce Hinnefeld, Secretary