

Hellertown Area Library  
Board of Trustees Meeting  
October 28<sup>th</sup>, 2014

**Present:** Daisy Handwerk, Janie Hecker, Julie Mackey, Stephanie Mindler, Herbert J. Payung, Jeanne Reilly, Robin Rotherham, Robert Sterling & Hannah Tatu

President Reilly opened the September 2014 meeting with the Pledge of Allegiance to the Flag.

Minutes of September 2014 meeting: Approved by Stephanie Mindler and 2<sup>nd</sup> by Julie Mackey

***Library Reports:***

**Development** – Attached Report

Yankee Candle Fundraiser is happening now

Dan's Camera Preserve Your Memories is also happening now

Fall Basket Raffle is also happening now all three upstairs

**Treasurer's Report**

Balance sheet as of September 30, 2014 – attached

Profit & Loss Budget vs. Actual July through September 2014 - attached

Motion to accept reports by Janie Hecker and 2<sup>nd</sup> Stephanie Mindler. Unanimously approved.

**Library Director** – Attached Report.

Janie Hecker moves we end subscriptions with Proquest Newstand and Proquest Research Library and replace both with NewsBank & EBSCO. Daisy Handwerk 2nds the motion. Unanimously approved

**Technology** – No report.

**Teen Trustee** – No report

**Community Outreach Coordinator** – Attached Report

Unfortunately Hawk Mountain event had to be canceled but Erin Clavier is filling up event calendar with more great events.

## **Building & Grounds**

Eastern most basement window now has a cover and insulation thanks to Terry Hahn. Weeding was done by Robert Sterling in anticipation of the 5K.

## **Operations & Procedures**

New Parental Permission Form for Internet Use has been created for users parents to sign if the child is under 12. This is a 1 time form to leave at the desk. – Attached

Revised 1<sup>st</sup> line: I grant the permission for my child to use the Hellertown Area Library Internet service.

Janie Hecker moved to approve the form as amended 2<sup>nd</sup> by Julie Mackie.

**Personnel** – No report

**Grant Writing** – No Report

## **Old Business**

No follow up to the police incident. Police recommend video camera at door and Robin Rotherham will look into the cost and report back. Herbert J. Payung has arranged a talk with the police for the community in March.

## **New Business –**

President Reilly will check to confirm the minutes as well as the attendance policy and if there are members that are not in accordance, President Reilly will send a letter.

Robin Rotherham spoke with Jack Calahan regarding President Reilly's move into Lower Saucon. He advised that it was up to the board to decide to let her remain on the board as a Lower Saucon resident. President Reilly left and Vice President Stephanie Mindler took the floor for a decision.

VP Mindler asked for a motion to accept Jeanne Reilly as a member of the board from Lower Saucon. Janie Hecker motioned to accept Jeanne Reilly as member of the board from Lower Saucon Township pending approval by Lower Saucon Township. Daisy Handwerk 2<sup>nd</sup> the Motion. Board Unanimously approved to keep Jeanne Reilly.

The rotation of both Hellertown and Lower Saucon Township members will be verified and a notice will but placed for an opening for a Hellertonian on the board.

The meeting was adjourned at 7:32. Motion accepted by Stephanie Mindler and 2<sup>nd</sup> by Daisy Handwerk