

Hellertown Area Library  
409 Constitution Ave.  
Hellertown, PA 18055

Minutes of the Board of Directors  
May 26, 2015

In Attendance: Jeanne Reilly, Stephanie Mindler, Janie Hecker, Daisy Handwerk, Tom Maxfield, Herb Payung, Robert Sterling, Teresa Stauffer, Julie Mackey, Robin Rotherham, Marisa Linsky, Beck Dolphin.

President Reilly called the meeting to order at 6:34 p.m. with the Pledge of Allegiance to the U.S. flag.

President Reilly made an addition to the agenda- 1.D. Teen Trustee Oath of Office.

Stephanie Mindler moved the approval of the minutes from April 28, 2015 as presented.  
Seconded by Herb Payung.

Approved

President Reilly administered the oath of office to Marisa Linsky and Beck Dolphin.

### **Library Reports**

Treasurer's Report- Daisy Handwerk reviewed the balance sheet and the Profit and Loss statement. Documents will be placed on file for audit.

The Library Board agreed by consensus to complete a resolution naming the holders of the following offices as signatories for the Air Products Stock Account-President, Vice-President, Secretary, and Treasurer. Signatory responsibility shall be assigned to the holder of each office not any individual.

Library Director's Report- Robin Rotherham –see report. She explained the District Library Budget and how funds are used. The pot of money is used to benefit the district libraries as a group. There is no obligation to spread the funds to each library equally. There is a need for grass trimming after the mowing. We will ask if the Borough can help with this. If volunteers are needed to accomplish this work, we can use social media to seek helpers.  
Beck made a suggestion that "book trailers" be made about books, especially if the book also has a movie version. This might generate more interest if the book being read.

Erin's Report-given by Robin- discussed the "Little Free Library" which is located near the rail trail. Marisa asked us to consider offering an author signing event to generate interest in books and in the library.

## **Standing Committee Reports**

Building and Grounds- Robert Sterling Nothing to report at this time.

Operations and Procedures – Janie Hecker -Lower Saucon Township Manager Jack Cahalan asked that some changes be made to the by-laws to ensure clarity. Both Hellertown and Lower Saucon Councils are in agreement with the schedule of term rotation. A by-laws meeting will be held on June 4<sup>th</sup> at 4:00 p.m. [Meeting was cancelled, rescheduled and held on June 15<sup>th</sup> at 1:00 p.m.]

Personnel – No report

Development- Hellertown-Lower Saucon Community Days will be held on August 22<sup>nd</sup>. Library may offer coffee and muffins.

Trip to Culinary Institute will be October 23<sup>rd</sup>. The ticket price will be \$120.

Trip to Radio City Music Hall –no date set.

The Bookin 5-K will take place on September 26<sup>th</sup>.

**Old Business-** Robert Sterling-“Friends of the Library” revival- an announcement has been prepared. A discussion of granting the friends group seed money to get the group established. Janie Hecker moved that the Library appropriate \$500 from the budget as seed money to get the Friends group up and running.

Seconded by Tom Maxfield

Approved

Bob gave an overview of what will take place at the meeting scheduled for June 4<sup>th</sup> at 6:30 p.m. for the purpose of inviting people to revive the “Friends” group

## **New Business**

The date of the June Board meeting will be June 16<sup>th</sup> instead of June 23<sup>rd</sup> due to availability of officers.

The audit report was discussed. Only minor concerns were found. We must have an audit every three years.

**Motion-**Herb Payung moved approve the audit.

Daisy Handwerk Seconded

Approved

Stephanie Mindler moved to adjourn the meeting

Seconded by Tom Maxfield.

Approved

The meeting was adjourned at 8:00 p.m.