

Hellertown Area Library
409 Constitution Ave.
Hellertown, PA 18055

Minutes of the Board of Directors
August 15, 2016

In Attendance: Stephanie Mindler, Janie Hecker, Teresa Stauffer, John Paulson, Daisy Handwerk, Robert Sterling, Ron Horiszny, Robin Rotherham, Alice Sikorski (HAL bookkeeper)

President Mindler called the meeting to order at 6:35 p.m. with the Pledge of Allegiance to the U.S. flag. This meeting was held in place of the regular monthly meeting originally scheduled for August 23rd.

No minutes were presented since the secretary believed this was a special meeting

Friends Report-no representative was present -no report

Library Reports

President's Report- No report was given

Treasurer's Report- The treasurer's report including the profit and loss and balance sheets from July were presented. Information from Vanguard was presented regarding two account options for the Library's money. The Vanguard Federal Money Market Fund requires a minimum investment of \$8000. The Vanguard Treasury Money Market fund requires a minimum investment of \$50,000. HAL currently has \$21,928.00 in our account so we only have one option; the Vanguard Federal Money Market Account.

Janie Hecker made a motion to transfer the money in our current Vanguard Account to the Vanguard Federal Money Market Fund.

Seconded by Daisy Handwerk

Approved

The proposed Library budget for the upcoming year was presented. No new money was requested from the municipalities.

John Paulson made the motion to approve the proposed budget.

Seconded by Daisy Handwerk

Approved

Library Director's Report- Robin Rotherham – no report but a reminder that the Book-It 5K will be held on Saturday September 24th. Must check on having ambulance services for the 5K event. The July circulation was about the same as last year.

Teen Trustee- No teen trustee was present

Standing Committee Reports

Building and Grounds- Robert Sterling reported that he would like to have the front bed weeded by Saturday, August 20th. He will try to find volunteers. The flower beds in the basement windows are now a problem because the window well covers do not come off. Some window well covers are cracked and may need to be replaced.

Operations and Procedures – Janie Hecker – No report.

Personnel – The Library Director's salary increase options were discussed. Daisy Handwerk moved an increase in the library director's salary as outlined in option 2=3.25% raise.

Seconded by John Paulson

Approved

Development- The library is holding a basket raffle and Yankee Candle sale. A *Kindle* raffle will be held in the fall.

Old Business- Strategic Planning-John Paulson reminded us the meeting is scheduled for September 13th at 6:00 p.m. It should be a 1 ½ hour meeting where we will discuss the library's strengths, weaknesses, opportunities and threats. Robin will provide data. We will discuss what kind of a survey we would like to put out to the public.

New Business – None

Courtesy of the Floor- none

Teresa Stauffer moved that the meeting be adjourned. Seconded by Robert Sterling

Approved

The meeting was adjourned at 6:28 p.m.