

Hellertown Area Library  
409 Constitution Ave.  
Hellertown, PA 18055

Minutes of the Board of Directors  
September 27, 2016

In Attendance: Stephanie Mindler, Janie Hecker, John Paulson, Robert Sterling, Herb Payung, Beck Dolphin, Robin Rotherham

President Mindler called the meeting to order at 6:55 p.m. with the Pledge of Allegiance to the U.S. flag.

The minutes of July 26, 2016 and August 15, 2016 were presented and read. The spelling of the name Priscilla Payne Hurd needs to be corrected in the July minutes.

Herb Payung moved the approval of the July 26, 2016 minutes as corrected.

Seconded by Beck Dolphin.

Approved

John Paulson moved the approval of the August 15, 2016 minutes.

Seconded by Bob Sterling

Approved

### **Library Reports**

Friends Report- Given by Bob Sterling and Robin Rotherham. A hayride/haymaze will be held before the Spirit Parade on October 23<sup>rd</sup>. David Lloyd would like to have an election of officers- he is seeking nominations for the next Friends meeting.

President's Report- No report was given

Treasurer's Report- Jeanne Reilly absent. Stephanie presented the treasurer's report including the profit and loss and balance sheets from September. The reports will be placed on file for audit. Money was moved from the Vanguard account to cover payroll. We will try to replace that amount of money. It was requested that the budget be presented in a budget vs. actual expenditure format-especially as the year draws to a close.

Library Director's Report- Robin Rotherham –LSTA Grant application was rejected. That application was for a new website. The Keystone Grant is almost ready-due to be mailed next Friday[Oct 7]. Back-up battery for the server needs to be replaced at the cost of \$156.12. Andrea has returned to work. Jo is up for review. The 5-K was a success-may do a 1 mile color run for children. A Grand Re-Opening for the children's Area will be held either November 10<sup>th</sup> or November 17<sup>th</sup>. Our credit card machine is not chip compliant – we would be responsible for fraud that would occur. It would cost \$599 to replace. We will put a decision to replace the credit card machine on hold until we have a better view of the budget. Patron numbers are up over the same period last year.

Teen Trustee- Beck Dolphin-No report

## **Standing Committee Reports**

**Building and Grounds**- Robert Sterling –Outside lights would not work and bulbs were replaced but that did not correct the problem. Window well covers-5 were damaged-can not open the windows-can not get past the window well covers. We need to find people willing to do work to correct the situation. There is still a problem with plant growth in the window wells. David Lloyd and two of his daughters trimmed evergreen growth in the front and we should thank them. Noah Ernst has volunteered to do snow removal on our sidewalks.

**Operations and Procedures** – Janie Hecker – No report.

**Personnel** – No report.

**Development**- The library is holding a basket raffle and Yankee Candle sale.

**Strategic Planning** –John Paulson presented notes on the September 13<sup>th</sup> meeting.[see attached]. The next meeting will be held before the monthly Board meeting on October 25, 2016 at 6:00 p.m.

**Old Business**- None

**New Business** – None

**Courtesy of the Floor**- none

Herb Payung moved that the meeting be adjourned. Seconded by Bob Sterling

Approved

The meeting was adjourned at 7:21 p.m.