

## **Library Board of Trustees Meeting – 3/13/25**

Present at the meeting: Crista Billowitch, Rachel Robinson, Veronica Laroche, Crystal Becker, William Jefferson, Walter Fries, Jane Yagerhofer, and Heather Cardona

Called to order at 6:28 pm.

Motion to approve the February minutes made by Will. Second by Walt.

- Old Business
  - none
- Director of Library
  - Grants
    - Caroline JS Sanders Trust 2
    - Bolger Foundation
      - Changing station in the men's restroom
      - Safe walkway from handicap parking to the door
      - Door handles that can be operated with a closed fist
      - New accessible entry doors, preferably hardwired
      - New/additional shelving
      - New acoustic furniture for working/studying/group projects
  - Fundraising
    - Envelope wall is still up - keep up for now
    - Possibly hoagie, Joe Corbis or Popcorn fundraiser
  - Outreach
    - Books for the Spring Story walk. Copies were received of the book. The plan is for April/May/June.
    - Tessa is presenting to the HeadStart caregivers at George Wolf and Northampton Borough Elementaries
    - Working with Northampton Borough Faculty for a similar Summer Library Program as George Wolf Elementary.
    - Art & Literacy Night at George Wolf Elementary: Thursday, March 20 5:30-7:00 pm.
- Director of Operations
  - Staff
    - Sarah has given notice of leaving. Her Last day will be 4/3/25. Currently searching.
    - Library has teamed up with CareerLink and is currently hosting 2 students for 8 weeks to gain job experience.
  - Financial
    - Reports attached
  - Building/Grounds
    - Nothing new to report
  - Technology
    - Fully transitioned over to SPARK ILS. Overall going well.
  - Friends
    - Officer elections were held.
      - President: Audrey May Ernst
      - Vice-President: Jovita Heist
      - Treasurer: Eileen Laufik
      - Secretary: Tabitha Lewis
    - Continuing to do fundraisers. Basket raffle (Spring Basket Raffle occurring).
    - Next meeting is Tuesday, March 25th at 7:00 pm.
- Unfinished Business

- Naloxone Box - must be placed inside a climate-controlled room.
  - Vote not to place the Naloxone Box on library property. Unanimously passed.
- The Roles of Library Trustees and Elected Officials
- New Business
  - State Annual Report debriefing
  - David advised us that there needs to be a district advisory council.
    - Motion to approve adding DAC to the agenda made by Jane, second by Will.
    - Meetings will be virtual, via zoom
    - Looking to start to schedule these starting in May
    - This council must meet at least 3 times per year.

Motion to end the meeting at 7:27 pm made by Will . Second by Walt.