

Library Board of Trustees Meeting – 5/15/25

Present at the meeting: Crista Billowitch, Rachel Robinson, Veronica Laroche, Dan Belletti, Crystal Becker, William Jefferson, Walter Fries, Parker Flamisch

Call to order at 6:36 pm.

Motion to approve the April minutes made by Walt. Second by Dan.

- Old Business
 - District advisory council - they want to start this month. Zoom meeting on Monday for the district negotiated agreement. Veronica will find out what the other libraries' responses are.
 - Meetings in the evening, by zoom
 - Dan made a motion that a board member will attend the District advisory meetings. Second by Will.
- Director of Library
 - Grants
 - The Bolger Foundation grant favors Capital Projects
 - Due the first business day of February and September each year (Can submit for one or the other, but not both.)
 - Original plan - changing table in the men's restroom and front doors
 - Prioritizing safety concerns including a safe pathway from handicap parking to the front doors, a changing station in the second restroom, and door handles that can be operated with a closed fist.
 - After these priorities look into leveling the sidewalks, additional shelving, and new acoustic furniture.
 - New Plan for community buy-in:
 - Bookmobile (maintenance, insurance, collection, staffing)
 - Fundraising
 - Popcorn fundraiser going on now (73.50 earned)
 - Book/DVD Pairings display goes up Monday, 5/19
 - Current orders (limited flavors) are through the library to be picked up at the library once they are received. There will be another online order that ships directly to the customers - 5/28 to 6/1.
 - Outreach
 - StoryWalk - July - Moore Recreation center: *Arlo Draws an Octopus*
 - Northampton Borough faculty members will offer programs at the library on Tuesdays in July 9am and 5pm.
 - Art in the Parks - Summer reading being brought to our municipalities outside of the borough. Lehigh Township July 19 at Indian Trail Park. East Allen Township signed on for July 12 at Jacksonville Park
- Director of Operations
 - Staff
 - Staff reviews in June
 - Looking at hiring two part-time employees - must be completed by the end of the year.
 - Annual drive went out last week. Currently 91 donors. 30 new donors. Currently at \$5,334.00 total for the annual drive.
 - Financial
 - Jonathon presentation of the Capital Planning Wealth Management
 - Make a motion to trim allocation of gold and reallocate to SMP500. All in favor. None opposed.
 - Discussion of: Possible projects; clean-up landscaping, pressure washing, take down the tree, discussion of bookmobile.
 - Building/Grounds

- Looking for a landscaper to help with the flowerbeds. Mulch is needed.
 - Technology
 - IntegraOne server quote - waiting on other quotes
 - TLC servers are being decommissioned.
 - Friends
 - New members attending. Continued discussion on fundraising ideas. Discussed advocacy for the library.
- Unfinished Business
 - Library Budget
 - Suggestion to revisit the fines.
- New Business
 - Discussion of library's upcoming 60th birthday
 - Discussion of the roof - about 10 years old
 - Digital signage - possibility of grant
 - Grant for the collection of the book mobile
 - Motion to approve the recommendation of Heather Cardona to the school board as a library trustee made by Dan. Motion second by Will.
 - Next meeting is Thursday June 12th, 2025
- Motion to end the meeting at 8:03 pm made by Will. Second by Dan.