

**SOUTHERN LEHIGH PUBLIC LIBRARY
BOARD OF DIRECTORS MEETING
GENERAL BUSINESS MEETING
Tuesday, March 15, 2022
MINUTES
Meeting held via zoom**

CALL TO ORDER: President, B. Eames, at 6:34 PM

In attendance: L. Saeger, B. Eames, R. Pfeiffer, K. Moyer, C. Kruse, J. Sullivan, R. Fields, K. Parsons, J. Schubert, and the following people: M. Milliren, J. King, M. Tomic and Erika Petrocelli CEO from Lehigh Valley Community Foundation.

CONSENT AGENDA ITEMS:

- Approval of minutes of general business meeting of February 2022
- Approval of Treasurer's report for February 2022
- Librarian's Report for February 2022

Motion to approve the materials by C. Kruse; seconded by K.Moyer; all in favor.

COMMUNITY RESIDENTS' COMMENTS: B. Eames went over the rules for public comment including a three minute limit per person, civility and that there would be no back and forth between the person commenting and the board. All the visitors in attendance were Lower Saucon residents or Hellertown Area Library employees who said they were there to listen and thanked the board for allowing them to join us.

LEHIGH VALLEY COMMUNITY FOUNDATION PRESENTATION by Erika Petrozelli, CEO. E.Petrozelli told the board about this non-profit organization. LVCF works with non-profits and funding individuals and groups. The majority of the funds that they help distribute to groups (80%) stays in the Lehigh Valley but they do work internationally. They accept charitable donations and also help groups receive funds through grants.

REGULAR AGENDA ITEMS:

Old Business

- ARP funds
 - R. Fields attended the Lower Milford township meeting in February. The Lower Milford board asked for the library board to submit information showing how the pandemic affected the library financially for the ARP fund period in 2021. After discussion, it was decided that L. Saeger would gather that information and it would be delivered to the Lower Milford Board.
- Strategic Plan/Process/Discussion

The Board will have a discovery session on Friday, March 18. Upcoming groups that will have their own discovery session are the library Friends group, Government funders and community members including young patrons. K. Moyer suggested piggy-backing the young patron session with an adult one to make it more convenient for families.
- Fundraising
 - A motion was made by C. Kruse and seconded by K. Moyer to form two committees. One committee for Read between the Wine to be chaired by K. Moyer and another one for the Children's Art/Craft show to be chaired by C. Kruse; All in favor. Both ladies will organize board and non-board members to join them.
- OCL update
 - L. Saeger reported that we are now getting monthly reports from APL. Approximately \$6,000 of unspent funds was reported and LCLC libraries will decide how to distribute. We still do not have information about prior years.

- Lower Saucon Township/Hellertown Library
 - B. Eames reported that he had been invited to another meeting with Lower Saucon representatives but declined the offer, telling them again that SLPL did not want to be involved with the disagreement between Lower Saucon and Hellertown Area Library. Board would like the two groups to work out their differences. L. Saeger told the listening Lower Saucon residents that Southern Lehigh would continue to serve Lower Saucon residents until told that they could not by the Office of Commonwealth Libraries.
- Board Solicitor search
 - Karley Biggs Sebi-King has been retained to work with SLPL on an as needed basis and will review the bylaws.
- Idemia & Identogo Proposal
 - L. Saeger spoke with the onboarding representative again who told her that walk in customers could not be refused, which is not what she had been told previously. We also found out that Hellertown UPS was going to continue to do fingerprinting and that the library would be a second location. After discussion, C. Kruse made a motion that we discontinue all conversations with Idemia and Identogo. Second by J. Schubert. Unanimously passed.
- Shed/Storage Ongoing Update
 - The shed has been delivered and the board expressed appreciation to Upper Saucon Township for their help with set up.
 - Shelves and ramp should be started this Spring as part of an Eagle Scout project by Nate Small.
- Cleaning Contract
 - L. Saeger has found a janitorial service that will fill our needs. Motion by C. Kruse to authorize. L. Saeger to contract with a janitorial service within our budget and insurance needs. Seconded by R. Pfeiffer and passed with unanimous vote.
- Masking Update
 - L. Saeger reported that masks are now optional for all patrons and staff except for Monday evenings 7:30-8:30 pm and Thursday mornings 9:00-10:00 in consideration for younger patrons who are not eligible for vaccinations and for immune-compromised patrons.

NEW BUSINESS

- 2021 IRS990 Form submission
 - L. Saeger reported that there has been a delay in submission due to SLPL changing fiscal years in 2021. The IRS won't accept less than information non-electronically, but also won't accept less than one year. Auditor has a temporary Power of Attorney for the library to be able to talk to the library on its behalf.
- EBSCO Solar Project
 - No report
- Future Board meeting to be in person.
- Volunteer Appreciation Week, April 17 – 23
 - Volunteers will be recognized with a bookplate in a new book.
- National Library Week
 - Library will do a bunny trail story walk through the portion of Upper Saucon Park closest to the library.

Reminders

- SLPL General Meeting, Tuesday, April 19, 2022; 6:30 PM in person at SLPL

ADJOURNMENT: Motion to adjourn by C. Kruse seconded by K.Moyer; all in favor.

The meeting adjourned at 8:28 PM.

K. Parsons, Secretary