

**SOUTHERN LEHIGH PUBLIC LIBRARY  
BOARD OF DIRECTORS MEETING  
GENERAL BUSINESS MEETING  
Tuesday March 21, 2023  
MINUTES**

**CALL TO ORDER:** President, C. Kruse, at 6:33 PM

In attendance: Board members C. Kruse, K. Parsons, J. Schubert, K. Moyer, V. Maund were in attendance. B. Eames was absent. L. Saeger, Library Director, was present, as was Joe Leeson, BOD Solicitor and Mark Sullivan, District Consultant. Six people were in the audience.

**CONSENT AGENDA ITEMS:**

- Approval of minutes of general business meeting of February 2023 with corrections.
- Approval of Treasurer's report for February 2023
- Approval of Librarians report
- Motion to approve the materials by J. Schubert; seconded by K. Parsons, unanimously approved.

**COMMUNITY RESIDENTS' COMMENTS**

None

**REGULAR AGENDA ITEMS:**

**Old Business**

- Strategic Plan
  - No Report
- Update Bylaws status with UST
  - C. Kruse, B. Eames and J. Leeson met with UST Supervisors at a Public meeting to discuss bylaw changes, and discussed the bylaws that would exclude board representation of Lower Milford and Coopersburg Borough. SLPL board representatives said that it was important for all municipalities to have a voice on the board. UST solicitor is in process of review.
- Communication with LST solicitor status
  - Board Solicitor Joe Leeson received an email from Linc Treadwell, LST solicitor and sent it to SLPL board members on the afternoon of the board meeting. After a short discussion, it was decided to table the matter and discuss in an executive session since it involved potential litigation.
- Funding Update
  - Payment from Southern Lehigh School District was received.
- Fundraiser Update
  - K. Moyer said the final profit was \$689 for the pierogi fundraiser and a short discussion followed about the possibility of taking orders during Read Between the Wines in October.
  - Children's Art/Craft Show - C. Kruse said that she has one sponsor and two artists, plus a potential sketch artist for the day of the event.
  - Read Between the Wines- K. Moyer will set up a committee meeting shortly.
- Representative appointments
  - Upper Saucon Township appointed Vickie Maund who joined the board at this meeting. She was welcomed by the Board.
  - Lower Milford Township has extended their search since only one person expressed interest. They now have a deadline in April for residents to express interest.
- Tax Referendum and SLSD meeting
  - K. Parsons reported on a small group meeting that also included L. Saeger and M. Sullivan representing the library and Dr. Michael Mahon and Louis Pepe, representing the administration of SLSD on March 13 at the library. All agreed that the meeting was very helpful in understanding possible objections from the School Board and voters. This was also a point of discussion at the School Board meeting on the same evening. K. Parsons, as the SLSD representative to the Library Board, gave a report to the SB regarding an update with Lower Saucon Township and the exploration of a tax referendum. The directors asked questions about both items. C. Kruse asked K. Parsons to

take that discussion into account when meeting about the strategic plan.

### **NEW Business**

- Committee Assignments
  - The following committee assignments were made with no objections:
    - HR – C. Kruse, K. Parsons
    - Fund Development – K. Moyer, V. Maund
    - Finance- J. Schubert, C. Kruse
    - Facilities – J. Schubert, V. Maund
    - Strategic Plan – B. Eames, K. Parsons
- HVAC Maintenance – L. Saeger reported that a renewal contract was received from Deiter Brothers but said that we haven't looked at other companies for a number of years. After a short discussion, it was decided that the facility committee would look into other companies.
- Capital Projects – L. Saeger asked the board to prioritize the lighting project. This had been suspended after the first two phases were done but is now needed to be done in the children's and adult sections of the library. The last company to work on the lights was Diefenderfer Electric who did a good job, and she will get a quote from them for new work. The last quote was about \$90,000. There was also a short discussion about having an updated Capital Improvement Survey done by Barry Isett who did it previously. L. Saeger will investigate that.
- National Volunteer Appreciation Week – April 16-22. Volunteers will be recognized with a thank you note, a bookmark and a bookplate with their name in it. L. Saeger noted that more teen volunteers have stepped up recently.
- Friends of SLPL - The annual appeal for new members has resulted in 75 members, with more likely to come as the Evenings with Friends speaker series starts. At the most recent meeting, the group pledged to help gather signatures if needed for the referendum request.
- 60<sup>th</sup> Anniversary – C. Kruse requested if any board members would be willing to head a committee with residents to plan a celebration; there were no volunteers, but C. Kruse would reach out to B. Eames to see if he was available. The library has been in its current location for 19 years.

### **OPEN DISCUSSION**

- V. Maund asked about a people counter. The current one has been broken for quite a while. L. Saeger said she would look into the cost of a new one.
- L. Saeger said she has asked local municipalities if they would be interested in hosting a children's event. So far, Lower Milford has replied in the affirmative.
- Short discussion about weeds in the landscaping rocks around the building. Facilities committee will talk to UST about it and investigate the cost of different options.
- L. Saeger reminded everyone that the Friends group will be having a books, baked goods and bedding plants fundraiser from 9:30 am to 4:00 pm on Saturday, May 6.

### **REMINDERS**

SLPL BOD Meeting- Tuesday, April 18; 6:30 PM in person at SLPL

Friends Group meeting on Monday, April 10 1-2:30

**ADJOURNMENT:** Motion to adjourn by K. Moyer; seconded by J. Schubert; unanimously passed. The meeting adjourned at 7:35 pm

K. Parsons, Secretary