

**SOUTHERN LEHIGH PUBLIC LIBRARY
BOARD OF DIRECTORS MEETING
GENERAL BUSINESS MEETING
March 18, 2025
MINUTES**

Members present: P. Leonard, C. Kruse, V. Maund, S. Arnold, E. Deebel, G. Loveless, D. Miller, K. Parsons, W. Hayes

Members missing: None

Others present: M. Sullivan; Library Director, 1 visitor

A. OPENING PROCEDURES

- a. Call to Order
 - i. P. Leonard called the meeting to order at 6:30.
 - ii. Introduction of William Hayes, new board member

B. NOTIFICATION

- a. None.

C. MINUTES

- a. Approval of minutes of the general business meeting of January 21, 2025 with corrections
 - i. Motion: V. Maund, second K. Parsons
 - ii. Yea: P Leonard, C. Kruse, V. Maund, S. Arnold, D. Miller, E. Deebel, G. Loveless, K. Parsons, W. Hayes
 - iii. Motion carried.

D. PUBLIC COMMENT

- a. None.

E. TREASURER'S REPORT

- a. C. Kruse would like to wait until April meeting to approve February 2025 treasurer's report. Need to confirm how to meld the Accountant report with the Directors report, especially with regard to interest payments.
- b. V. Maund asked about "Helping Hands" fund reporting. Can we clarify the time period when the funds are reported to be more consistent between the Director's report and the Treasurer's report.
- c. Approval of treasurer's report for December 2024 and January 2025
 - i. Motion: V. Maund, second K. Parsons
 - ii. Yea: P Leonard, C. Kruse, V. Maund, S. Arnold, D. Miller, E. Deebel, G. Loveless, K. Parsons, W. Hayes

F. LIBRARIAN'S REPORT

- a. M. Sullivan spoke on the following:
 - i. Ready to pick a new internet provider for next year from four submitted proposals. Hoping to sign a multi-year contract.
 - ii. Website redesign waiting until 2026 because it's a big-ticket item
 - iii. Security gate is working again, lights and alarm working
 - iv. Utility room is freshly painted. Removed phones from the walls
 - v. May board meeting is being moved to Wednesday, May 21. Friends group is holding a social hour that night.
 - vi. Friends presented library with check for \$4000
 - vii. Seed library is up and running

- viii. Adding new adult programming in addition to what Friends offer

G. OLD BUSINESS

- a. Fundraising
 - i. E. Deebel looking into Red Robin Dine and Donate opportunity, tentative Tuesday, April 29.
 - ii. Raffle baskets - C. Kruse would like to move to the fall
 - iii. Friends Group fundraiser with Bayou Boys "Pierogi Sale" March 17 - April 11. Online orders. Pick up May 3 12:30-3:30pm
 - iv. Library Week Project - Trying to get more high school involvement with the library.
 - 1. April 6-12 is national library week. S. Arnold will write a letter to distribute Monday, April 7 to english teachers outlining all the library's digital resources
 - 2. Announcements each day for Daily News Show highlighting different resources available at the library - movies, video games, borrow from 30 libraries
 - 3. Friday, April 11 set up a table in the lobby outside lunch to sign up students for a library card. If 18, a card can be handed to them. If under 18, need advanced permission to get a library card.

H. NEW BUSINESS / DIRECTION/DISCUSSION ITEM

- a. Ramp - Luke has brought in a new expense management/bill pay platform that we will look at next week. Purpose is to do digital payments instead of signing checks. More information at next meeting
- b. Bylaws - down to final things to change based on Township feedback. Should present to full board next month and wrap up by July
- c. Strategic Plan - Begin work this summer

I. CORRESPONDENCE & INFORMATION ITEMS

- a. None.

J. ADDITIONAL BUSINESS

- a. Idea for referendum presented at December meeting. Even though it may be the way to go, the timing doesn't work to get it on the ballot for this year. Idea to add it to the Strategic Plan going forward

K. COURTESY OF THE FLOOR

L. ADJOURNMENT

- a. Motion K. Parsons

The meeting adjourned at 7:05PM

D. Miller, Secretary

UPCOMING MEETINGS

Next BOARD meeting Tuesday April 15, 2025 at 6:30PM

Next Friends of SLPL meeting April 14, 2025 at 1:00PM

Upcoming Presentations: