

Southern Lehigh Public Library – Board of Directors

Regular Business Meeting

Tuesday, April 21, 2026 – 6:30 P.M.

3200 Preston Lane, Center Valley, PA 18034

MINUTES

Members present: S. Arnold, D. Miller, C. Kruse, V. Barber, G. Loveless, E. Deebel, K. Parsons, S., Maund, K. Grum

Members missing:

Others present: M. Sullivan (Library Director)

1. OPENING PROCEDURES

Call to Order – S. Arnold, President called the meeting to order at approximately 6:30pm.

2. NOTIFICATIONS

None

3. PUBLIC COMMENT

None

4. MINUTES

Minutes were emailed to the board members for review on 4/16/2026 by M. Sullivan.

Consideration of a motion to approve the minutes of the regular meeting of March 17, 2026 by S. Maund. Seconded by C. Kruse.

Motion:

Yea: S. Arnold, D. Miller, C. Kruse, V. Barber, G. Loveless, E. Deebel, S. Maund, K. Grum.

Abstain: K. Parsons is abstaining because she wasn't part of the board for the March meeting.

Motion Carried.

5. TREASURER'S REPORT

Treasurer's Report was emailed to the board members for review on 4/16/2026 by C. Kruse.

Consideration of a motion to approve the current Treasurer's report by S. Arnold.
Seconded by G. Loveless.

Motion:

Yea: S. Arnold, D. Miller, C. Kruse, V. Barber, G. Loveless, E. Deebel, K. Parsons, S. Maund, K. Grum.

Motion Carried.

6. EXECUTIVE DIRECTORS REPORT

M. Sullivan reports that a new copier is being leased by Topp copier. Topp will ship the old copier back to Frasier once the last bill is paid and we receive return instructions.

The new website will go live within 24 hours. Mark sent an email to notify the staff and let them know that not everyone is going to get what they wanted, but Mark feels confident that the codes and requirements needed were met and formatting is what is needed for use on phones. Changes can be

made. Kristy Kennedy and Vince Lloyd have gone back and forth on the design and have been in communication with Mark. Once the invoice is submitted, the Township will reimburse the full cost.

The Friends will put on their annual 3B's (Books, Baked goods, Bedding plants) sale on May 2. There is a signup sheet at the front desk for baked goods. They netted around \$620 last year. At this moment they have around \$8,000 in their account. Mark is going to ask for funds for the summer reading program.

For National Library week, the library will put out a story walk. The book will be Elephant and Piggie and will be in the upper field. Stuffed animals are being hidden around the library for kids to find and win a free book to take home.

Claire and Mark met with Tom Gettings from the Upper Saucon Township Environmental Advisory Council's Earth Steward Program and are planning a 1 mile family walk for the Saturday before Thanksgiving. Mark will call Patrick Leonard of the Parks and Recreation committee to reserve space in the park and determine whether the event should go under the EAC or the Township or the Library.

Today is library worker appreciation day. Mark purchased \$20 gift cards for each of the employees as a gift from the board. Mark also got \$5 gifts for the volunteers.

7. OLD BUSINESS

C. Kruse is looking into fundraising opportunities.

8. NEW BUSINESS/ DIRECTION/DISCUSSION ITEMS

The Strategic Plan was updated by D. Miller and all changes were highlighted in yellow and emailed to the board. Board members were asked to review the changes from the last meeting.

S. Maund referenced the first paragraph and suggested a small grammar change.

D. Miller reviewed the changes that were highlighted for review:

- 1.) slight wording changes were made to the Mission Statement,
- 2.) the Vision was re-written to be more forward-looking,
- 3.) got rid of metrics for each of the pillars and agreed to have an annual review in February to assess how the library is making progress. The focus of this meeting will be the metrics,
- 4.) updated the facility and operational plan to determine operational needs.

S. Maund mentioned wording about "seeking approval from the SLSD school board to hold a library tax referendum in 2027 to establish publicly transparent, annually reliable, and sustainable funding" and felt that the wording conveys that it hasn't been transparent, reliable or sustainable. The board agreed to change the wording to take out any negative connotations.

D. Miller will send the updated plan to G. Loveless to format.

With the understanding that these few changes will be made, Consideration of a motion to approve the Strategic Plan by S. Arnold. Seconded by S. Maund.

Motion:

Yea: S. Arnold, D. Miller, C. Kruse, V. Barber, G. Loveless, E. Deebel, S. Maund, K. Grum, K. Parsons.

Motion Carried.

The Computer and Internet Use Policy was reviewed by a lawyer. S. Arnold impressed the importance of having a good policy in place because so many things can go wrong. S. Maund questioned the patron responsibilities and the ability to see what others are doing on the computers, especially in the specific age group rooms. Mark reassured the board that the internet use policy is the first thing users see when they begin using a computer.

Consideration of a motion to approve the current Computer and Internet Use Policy by C. Kruse. Seconded by S. Maund.

Motion:

Yea: S. Arnold, D. Miller, C. Kruse, V. Barber, G. Loveless, E. Deebel, K. Parsons, S. Maund, K. Grum.

Motion Carried.

9. CORRESPONDENCE & INFORMATION ITEMS

S. Arnold has a meeting with the Shakespeare Festival. Sponsors must allow the festival to perform on their site. They are performing "As You Like It" on tour and are booked out to June 27. Mark will contact some of the other libraries to find out how they were notified of the performances.

S. Arnold suggested putting a flyer outside of the tax office in Lower Milford for their new library storytimes. They cannot use FaceBook posts to advertise.

C. Kruse told the board about the Keystone Kid (the official mascot of America 250) created to celebrate Pennsylvania's role in the United States 250th anniversary. He does storytime at public events and has a vast knowledge of PA geography. Mark will talk to Melissa about scheduling him for a visit.

10. ADDITIONAL BUSINESS

K. Parsons mentioned visiting the School Board for budget. S. Arnold suggested contacting the school board when we have finalized the Strategic Plan. C. Kruse claimed that we are not seeking additional funds from the school board.

M. Sullivan clarified some library statistics.

The absence of the Morning Call has not affected the library patrons.

The friends are working on "Dine to Donate" fundraisers, but have not yet made any partnerships.

11. COURTESY OF THE FLOOR

12. ADJOURNMENT

UPCOMING MEETINGS

Next Board Meeting - Tuesday, May 19, 2026 at 6:30pm

Next Friend's of SLPL Meeting – Tuesday, May 12, 2026 at 1:00pm