

FREE LIBRARY OF NORTHAMPTON TOWNSHIP

Board of Directors Meeting

September 23, 2021

Members Present: Eleanora Rosso, Michael May, Amy Wardle, Chip Heim, Charlene DiSarlo, Marci Lyons DiCamillo, Janet Baker, and Charles Beem

Michael May did not attend the meeting.

Minutes

The meeting was called to order at 7:30 p.m.

- I. Call to Order – Eleanora called the meeting to order by welcoming the members present.
- II. Approval of the June, July, and August Meeting Minutes
 - Motion: To approve the June 24, 2021 Minutes
 - Discussion: Nothing further
 - Action: Unanimous Approval
 - Motion: To approve the August 05, 2021 Minutes
 - Discussion: Nothing further
 - Action: Unanimous Approval
 - Motion: To approve the August 19, 2021 Minutes
 - Discussion: Nothing further
 - Action: Unanimous Approval
- III. Library Director's Report – Amy discussed the progress in the recovery from the pandemic. Fine revenue is increasing. A slight lag in circulation as the recovery continues, but progress is hopeful. The staffing was discussed relative to the tasks carried out in the library. The status of library card sign-ups was discussed relative to the population of the township.

A review of the financials included an inquiry regarding the future budget. It was noted that the budget is reviewed by the supervisors in October and finalized in December. The needs concerning the Computer Lab was so noted, as this will be continued to be pursued. It was noted that the absence of a Library Director's salary and benefits should be considered in the budget planning process, while it is important that budget cuts should not occur without this information truthfully and objectively evaluated.

Given the decrease in circulation, Amy noted potential projects that could take place. Social media announcements concerning the Russian Collection was noted.
- IV. Supervisor Liaison Report – Eileen was not present for the meeting to offer a report.
- V. Friends of the Library Report – Amy noted the Zoom call discussing the support of adult programming.

VI. Library Birthday Party: Review of what worked and recommendations to improve for future events – Amy shared the thank you cards received, especially the ones made by the children.

The fire truck was a big hit, the publicity was successful with the support of the announcement by Council Rock Schools at Back to School events. The family centered nature of the event made the party a success. The turn-out was a success with the idea of a conversion of the traditional Gala. Identification of certain aspects of the Gala could be brought into an alternative event. A Pumpkin Event/Show could be a possibility while a potential partnership with Solly Brothers could work well. The fall season is already a competitive time with family activities. The winter months could be a possibility, including a Valentine's Day Theme to draw families. The early planning of future events could help attract potential sponsorship. Amy was asked a question regarding the expenditures. An approximate accounting of the expenditures might lack the precision necessary for a discussion.

A suggestion of four seasonal events was offered, but this could be a rather ambitious undertaking.

An explanation of the previous Gala's relative to the history as a fund raising event was noted, as well as the decline in revenues most recently, as compared to earlier Gala's. The use of the Northampton Township County Club for events was discussed.

A Haunted House Theme, and Escape Rooms, were discussed as suggestions.

Suggestions for Improvement – The music was appreciated at the event. The estimate of demand was approximately 250 participants. The tent and water made the day successful. The give-away books were well received. The Friends of the Library could have participated by staffing a table to explain the work they pursue in support of the library.

Library Movies are starting again.

Betty from the township could attend a meeting to offer her experience in suggesting events, as well as Lisa from the township.

Julie Narisi will be invited to the October meeting to help explain the budget.

VII. Computer Lab Refresh – Eleanora discussed the need for funds for replacement, while some money may be available from the Federal Government Covid-19 Relief funding, as Eileen may pursue such an alternative. It was noted that the Capital Budget is impacted relative to replacing the computers in the Computer Lab.

Eleanora will speak with Eileen to investigate the possible funding alternatives.

VIII. Fundraising:

1. Annual Appeal – Amy noted the process as refined to be more effective in increasing giving. The December 1, Day of Giving has been successful in the past.
2. Wheel-a-brator – This is a contact that will continue to be pursued toward developing a relationship that could help with the Computer Lab. A specific giving program might be an alternative to publicize giving for a specific cause. A raffle could be another alternative.

IX. Library Strategy: Next Steps – Eleanora noted that it may be difficult without a Library Director. Concern was voiced regarding the need to fill the position quickly. The suggestion to help with interviews could speed up the process. Eleanora will inquire into the status of the process and timeline for replacement.

X. Public Comment: Written comments or any questions from the public may be emailed to public comment@nnhtwp.org prior to the meeting.

XI. For the Good of the Order/Miscellaneous

Motion: To change the Library Board Meeting Time to 7:00 pm to start in January 2022.

Discussion: The process involving notification was discussed.

Action: Unanimous approval

XII. Adjournment

The meeting was officially adjourned at 8:59 pm, by a unanimous voice vote.

Respectfully submitted,

Dr. Charles W. Beem,

Free Library of Northampton Township Board of Directors Recording Secretary