



## **Free Library of Northampton Township**

### **Library Board Meeting**

**January 11, 2024**

**Board Members Present:** Janet Braker (Vice President), Jessica Freundel (Treasurer). Eleanora Rosso (Secretary), Charles Beem, Michael May, Larry Blumenthal

**Staff Present:** Wayne Lahr (Library Director)

**Citizens Present:** None

#### **Call to Order**

Vice President called the meeting to order at 7:00 PM.

#### **Approval of December 2023 Minutes**

The Board approved the December 2023 Meeting Minutes unanimously.

#### **Reading of Library Mission and Vision Statement**

- Beem read the Mission and Vision Statements.

#### **Election of 2024 Board Officers**

President: Chip Heim  
Vice-President: Janet Braker  
Treasurer: Jessica Freundel  
Secretary: Eleanora Rosso

The Board unanimously approved the slate of candidates for 2024.

#### **Library Director Report**

- Our first-ever *My First Art Studio* program, geared for ages 2-6, was held today w/ 52 attendees;
- Overdrive e-books: deployment delayed until late January; will begin with 350+ Kindle-compatible titles; 7 member libraries have dedicated another \$30,000 to purchases in 2024;
- Credit card fees from Bibliotheca – they haven't responded to Wayne's requests for information, he will continue to follow-up with his contacts;
- Annual campaign – received \$10,475.50 gross – 3+% donation response rate to mailing;
- Wayne has prepared a preliminary Board Member Onboarding packet – provided to Blumenthal; Board to formalize onboarding packet at a later date;

### **Winter Board Meetings and Weather Option**

- Due to PA Sunshine Laws, changes in meeting dates/times/methods must be advertised in the newspaper; we cannot currently hold meetings via Zoom; our only options are to hold the meeting as scheduled or to cancel the meeting.

### **Behavior Policy**

- The new Behavior Policy has been approved unanimously. Rather than post it on the website as a single policy, we will wait until others are ready to be posted beside it.

### **Library Board and Director Roles and Responsibilities Policy**

- According to state library law and to continue receiving state funds, we are required to create a formal document of Board v. Director v. Municipality responsibilities for running our library. The Director will begin gathering the necessary information and begin a draft document to share with the Board and Township administration providing additional input.

### **Strategic Plan Status**

- The Director distributed list of committee assignments based on staff interest and previously defined Board assignments.
- Committee leaders should begin to schedule meetings. The initial meeting's agenda (not limited to these items but should serve as a starting point):
  - Review strategic priority.
  - Discuss ideas on how to accomplish the objectives and actions of the priority.
  - Identify knowledge gaps.
- Meetings should include Notes.
- Board members expected to report back at each subsequent Board meeting.

### **Public Comment**

#### **For the Good of the Order / Miscellaneous**

- Michael May works with a colleague from Liberia. The village she is from has no library and May suggested we might be able to help seed a collection.
  - The Library currently has 2 types of available used books
    - Books donated to the Library are owned by the Friends. May will discuss with them.
    - Books that are weeded from the collection
    - Beem suggested looking into Better World Books as an alternative way to provide books

### **Adjournment**

Meeting was adjourned at 8:00.

Respectfully submitted,

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Eleanora Rosso (Secretary)

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Date