



Free Library of Northampton Township

Library Board Meeting

April 11, 2024

Board Members Present: Chip Heim (President), Eleanora Rosso (Secretary), Jessica Freundel (Treasurer), Charles Beem, Larry Blumenthal, Michael May

Staff Present: Wayne Lahr (Library Director)

Citizens Present: Paula Gasper (Supervisor Liaison)

Call to Order

President called the meeting to order at 7:02 PM.

Reading of Library Mission and Vision Statement

Lahr read the Mission and Vision Statements.

Approval of March 2024 Minutes

The Board approved the March 2024 Meeting Minutes unanimously.

Library Director Report

- The Library website now has a Policies page that includes all recent policies approved by the Board.
- Next meeting Wayne will have prepared a Social Media Policy which he'll present at the next Board meeting. He may also have the new Computer and Acceptable Internet Use Policy as well.
- The District Budget and responsibilities of District Library and District member libraries has been documented and Wayne will include it in the May Director Report
- Discussion is underway on how inter-library book loan transfers from outside the District and the supporting financial modeling will work.

Friends of FLNT Report

- Friends met 3/20.
- The Friends must change their email address since it can no longer be hosted on the BCFL system. The new email address is Friends@FOFLNT.org.
- Wayne reviewed the Strategic Plan implementation committees and their work to date.
- Account balance is approximately \$37,500.
- Next meeting is 4/18. Election of officers is on the agenda.

Bucks County System and District Collection Management Policies

The Board approved this set of policies unanimously. These policies are the same that have been in place and used by the system and district libraries for many years and have recently been updated. They are required to be approved by each individual county libraries' Boards.

Strategic Plan Status

- **Priority #1 – Build a Culture of Learning**
 - Last meeting was held 3/21.
 - Have had brainstorming sessions around non-book items (Library of Things) that can be loaned by the library such as tools, kits, etc. Discussion included how to maintain, how to store, supporting policies that may be needed. No decisions have been finalized.
 - A special planning session is being scheduled to begin creating a Top Ten priority list of Library of Things collection items.
 - Last meeting talked about children's programming.
 - Next meeting 4/18 @ 6:00 PM with focus on adult programming and continuing discussion of Library of Things
- **Priority #2 – Community Partnerships**
 - No scheduled meeting.
- **Priority #3 – Effective Communication**
 - Last meeting was held 3/28.
 - Working on Creative Brief to present to agencies – gives specific direction to what we're looking for as deliverables for a final branding package.
 - There's been some discussion regarding the library name. No decisions have been made. For the next Board meeting, the committee should bring forward a plan for how a decision will be made concerning the library name.
 - Next meeting scheduled for 4/24 @ 9:00 AM
- **Priority #4a – Contemporary Facilities (Interior)**
 - Last meeting held earlier today, 4/11.
 - Gathered requirements for non-youth services areas including:
 - Family Restroom
 - Kitchen Space
 - Lounge Space
 - Circulation Desk
 - Reference Desk
 - Archives
 - Return Drop-Boxes
 - Café, Vending Machines
 - Friends Book Sales Area
 - Small Group/Individual Study workrooms
 - Tutoring space
 - Conference Rooms
 - Staff Space
 - Collections: Fiction, Non-fiction, audio, periodicals
 - Lighting
 - Carpeting
 - Wayne to reach out to consultants he's been in contact with to inform them about the current results of our meetings and to inquire about the process for moving forward and what types of information they will need.
 - Next meeting scheduled for 5/6 @ Noon.
- **Priority #4b – Contemporary Facilities (Exterior)**
 - Currently waiting on initial landscape architect to contact library to schedule next meeting.

Public Comment

For the Good of the Order / Miscellaneous

Adjournment

Meeting was adjourned at 8:40.

Respectfully submitted,

Eleanora Rosso (Secretary)

Date