

EASTON AREA PUBLIC LIBRARY
Meeting of the Board of Directors
Monday, September 11 2023
4:15 pm.

A meeting of the Board of Directors of the Easton Area Public Library was held on Monday, September 11, 2023. President Mrs. Ramirez-Luhrs called the meeting to order at 4:15 p.m. Present: Mrs. Ramirez-Luhrs, Mr. Thomas, Mr. Lake, Mrs. Walker, Ms. Long, and Mrs. van Horne-Brett. Mr. Reilly was absent. Also present Jennifer Long, Director, and Sheila Wolff, Business Manager.

Interested Citizens: Judy Brunswick of Palmer Township, Mr. Bill and Mrs. Lynne Hammond of Bethlehem and Ms. Glickman of Nazareth. Mrs. Brunswick gave the Board an update on two past students of Adult Skills Quest of Easton.

Consent Agenda: A motion was made to accept the consent agenda by Mrs. Walker and was seconded by Mr. Lake. By voice vote, all were in favor.

Communications: none

Reports on Executive Sessions: none

Committee Reports: Mr. Thomas reported the Personnel and Policy Committee received the General Policies back from the review by our attorney. She recommended a few minor changes and the policies have been updated to reflect changes. The updated version was in the Board packet for review.

Director's Report: Mrs. Long highlighted from her report. Summer Reading Program this year was *All Together Now* and had patrons record minutes not books, like in the past, which made it more equitable reading. We had over 800 children registered for a total of 718,918 minutes read. Thank You to the Friends of the Library who sponsored all of our special programs. Other highlights are we have been outreaching to the Community at the West Ward markets and the Framer's Market. Congresswoman Susan Wild nominated the Library for National Medal for Museum and Library Service Award. The Library tax is due to us middle of next month. The district money was delayed at the state level. Quilt Week begins next week. It begins with an introduction to quilting talk, sewing machine 1 on 1 help, a children's sewing class, an exhibit of the Library's quilters exhibit and a talk of PA Dutch Quilt superstitions and folklores. This is sponsored by the Friends and in part by the Chris Swan's bequest.

Old Business: Mrs. Long reported the Library was closed on the morning of July 27 to have the Board and staff meet and hear the survey results for the strategic planning. We will have a patron focus group on September 26 at Main Library and Palmer Branch. The steering committee will meet to finalize the purpose and value statements.

New Business: Ms. Tara Bender, CPA of Campbell, Rappold & Yurasits, reported on our audit of the 2022-2023 fiscal year. This year, the audit now lists contributed facilities for the building usage and report right of usage, which are new accounting standards.

The Conflicts of Interest Forms have been collected from all Directors in attendance today.

Mr. Lake made a motion, to roll over the interest from the General Endowment Fund into this fiscal year 2023-2024, and the interest from the Local History Endowment fund be withdrawn and used towards the Marx Room Honeywell maintenance contract for 2023-2024, and was seconded by Mrs. Walker. By voice vote, all were in favor.

The Morris Estate bequest expenditures were updated for the Directors. The finance committee will look into other expenditures requests.

The sign-up sheet was passed for the Directors to represent the Library at the school district meeting. Mrs. Ramirez-Luhrs will represent the Library for September.

Mrs. Mary Ann Horvath, President of the Friends of the Library, suggested Mary Ann Guay to be the recipient for the Friends of the Year Award 2022. She organizes and boxes all the merchandise for the book sales. The Annual Appeal donors that gave last year from the Director's personal recommendations will be emailed later this week for review and for any updates. A master list will be passed at the next meeting to review. Bacon Fest in Easton is November 4th and 5th. Mrs. Long requested the Directors consider closing the Library, like in the past, due to the parking on Saturday, November 4th. Mr. Thomas made a motion to close the Library on Saturday, November 4th, and was seconded by Mrs. van Horne-Brett. By voice vote, all were in favor.

Mrs. Long informed the Board that the library is offering Boscov's Friends and Family 25% coupons for October 18th. For a \$5.00 donation to the Library, patrons receive a coupon for up to 25% off, instore purchases on October 18th.

The Book sales dates are November 8-13th. November 8th is the Friends preview.

Mrs. Long ask the Board to consider raising the subscription price from \$65.00 to \$75.00 on January 1, 2024. The average EASD taxpayer is paying \$65.00. Tatamy tax payers are reimbursed 50% of the cost of the subscription by their municipalities and Stockertown reimburses 100% of the cost. Mrs. Walker motioned to increase the cost of the subscription from \$65.00 to \$75.00, starting Jan 1, 2024 and Mr. Thomas seconded. By voice vote, all were in favor.

Mr. Thomas made a motion to adopt the attorney reviewed General Policies and was seconded by Ms. Long. By voice vote all were in favor.

Ms. Long made a motion to adjournment at 5:45 and was seconded by Mr. Lake. By voice vote all were in favor.

Respectfully submitted,

Sheila Wolff
Recording Secretary