MINUTES OF THE PARKLAND COMMUNITY LIBRARY
BOARD OF DIRECTORS MEETING
March 28, 2019, at 7:00 p.m. at Parkland Community Library


PRESIDING: Barry Cohen
CALL TO ORDER: 7:06 p.m.

The Board placed a phone call to Rob Cohen, who informed the Board that he is resigning from the Board, effective immediately, and expressed his appreciation for the comradery. He said it’s been an honor to work with all members on the Board.

NOMINATING: Frank Motaka

Frank Motaka, on behalf of the Nominating Committee, placed Robert Bold’s name in nomination to replace Rob Cohen, for the Parkland School District Board position. Frank Motaka made a motion, seconded by Bob Fager, to accept Rob Cohen’s resignation, effective on the date designated by the Parkland School District. The motion was unanimously approved.

OLD BUSINESS:

RETREAT: Barry Cohen & Carrie Nedick

Board members shared their reflections of how they felt the Community Events Workshops went. The Strategic Plan will now be developed by Debbie Jack. Carrie Nedick mentioned the plan could encompass 2 different time frames: a three to six year plan, focusing on short term goals; and a ten year plan, focusing on long term goals.

RENOVATION 4422: Nancy Holler and Debbie Jack

South Whitehall Township Board of Commissioners will have their public meeting on April 3, 2019. Someone from the Board will attend.

JULY 2019 BOARD MEETING: Nancy Holler made a motion to change the July 2019 Board meeting date from July 25th to July 18th at 7:00 p.m. This is due to the Friends of the Library book sale being held the week of July 22nd. Frank Motaka seconded the motion and it was unanimously approved.

HR COMMITTEE: Nancy Holler

Nancy Holler and the Committee have had a couple of meetings, discussing policies, short term disability. Nancy Holler made a motion to adopt the following policy regarding employee sick time:

Employees may carry over one week of unused sick time into the next fiscal year, for a maximum of 3 weeks sick leave per year. An employee terminating their employment with the Library will not be compensated for any unused sick time. Frank Motaka seconded the motion and it was unanimously approved.
MOTION FOR APPROVAL OF MINUTES:

Kathy Osmond made a motion to approve the February 28, 2019, minutes. Lynne Harakal seconded the motion, and the February 28, 2019, minutes were unanimously approved.

TREASURER’S REPORT: Bob Fager

Bob Fager made a motion to accept the February 2019 Financial Statement. Lynne Harakal seconded the motion and the February 2019 Financial Statement was unanimously accepted.

ACTION ITEMS: Debbie Jack

Members of the HR Committee asked that Debbie add 2 items to her Action Items list. They are:

- Continue to research system for daily attendance, and
- Contact Steve biweekly for status updates.

These will appear on the Action Items list beginning next month.

FRIENDS: Lynne Harakal and Nancy Holler

1. There will be a basket raffle at the Friends Book Sale and a quilt will also be raffled off.
2. A Friends fundraiser is beginning in April with Dan Schantz. The purchase of a $20 ticket entitles the holder to go into Dan Schantz once a month for a free item as listed on the Dan Schantz ticket.
3. Amanda, teen library assistant, has designed a Children’s tote for the Friends to sell.
4. Annual Friends luncheon is May 2nd at 1 pm at Morgan’s Restaurant.
5. Porch sale is May 6th with a rain date of May 7th, from 10 am – 6 pm.

HR COMMITTEE: Nancy Holler

It is Executive Director evaluation time. The forms will be distributed to the Board by April 25th. Please return to the Committee and they will be reviewed with the Board and tabulated at the May 23rd Board meeting.

The Board meeting adjourned at 9:05 p.m. on motion of Nancy Holler, seconded by Frank Motaka.

Respectfully submitted,
Bob Fager, Acting Secretary