

# PARKLAND COMMUNITY LIBRARY Board of Directors Meeting

Date: June 22, 2023

Start Time: 7:00pm

Location: Parkland Community Library, 4422 Walbert Avenue, Allentown PA

***Mission:** The library connects people to each other and the world, serving as the cornerstone of our community by providing access to information, technology, and cultural enrichment for a lifetime of learning and enjoyment.*

## Attendees

**In Person:** Kathy Osmond, Lynne Harakal, Lisa Luciano, Nicole Wentline, Madlen Miller, Lisa Roth, Pranshu Gupta

**Also in Attendance:** Mariann Kmetz, Kim Wagner, Stephanie Prevost, Damian Goodman, Yu Zhang and Mariann Simcic

**Absent:** Carrie Nedick, Nancy Holler

**Meeting officially started by Kathy Osmond at 7:02pm**

### **1. Welcome**

### **2. Approval of Minutes** –(April 27 and May 25, 2023):

Motion to accept by Nicole Wentline, seconded by Madlen Miller

In Favor: Majority

Opposed: None

### **3. Management Team Report** (Mariann Kmetz) - report also in Google drive

Mariann briefly went over the electronic report the board had received earlier this week. Continuing to work on 2023-24 budget. (42 adults and approx 134 children for the Summer Reading Program). Elaborated on the All Together Now kickoff event on June 10th.

### **4. Board President's Report** (Kathy Osmond)

June 14 Senator Jarrett Coleman visited the library and after the tour, there was a brief meeting to present finances and strategic goals for PCL going forward.

### **5. Treasurer's Report** (Lisa Luciano)

#### **a. Financial Statement May 2023**

Finance Committee met on June 14<sup>th</sup>.

Motion to accept the Treasurer's Report for filing by Madlen Miller, seconded by Pranshu Gupta

In Favor: Majority

Opposed: None

## 6. Continuing Business

## 7. New Business

### a. Resolutions

Kathy read the board service resolutions for Nancy Holler, Lynne Harakal, and Lynne read Kathy's

## 8. Board Action Items

### a. 2023-2024 Budget for adoption – includes Historical & Proposed, Explanations and Projections for upcoming years

Lisa confirmed that we will be plugging in a placeholder # for the Salary line item and HR/Finance committees will be meeting next 2 months to work on new recommendation to bring forward for board approval.

Motion to accept by Lisa Roth, seconded by Lynne Harakal

In Favor: Majority

Opposed: None

### b. Board Terms

Standard term is 3 years and board members can opt for a second 3 year term. There would also be allowance for optional 3rd 3 year term if anyone performs in an officer capacity at any point in their 1st or 2nd term. NOTE: Officer elections will occur annually to allow for anyone to come off being an officer and/or wants to do a different position. President needs to do stints on HR and Finance committees / VP needs to be on HR committee

**ACTION:** Pranshu will write up the finalized version and we will look to vote on this update to our bylaws at the July meeting.

### c. Election of Officers (Slate of candidates presented by Nominating Committee rep Pranshu

President - Lisa Roth

Vice President - Madlen Miller

Recording Secretary - Pranshu Gupta

Treasurer - Lisa Luciano

Motion to accept Nicole Wentline, seconded by Madlen Miller

In Favor: Majority

Opposed: None

## 9. Committee Reports

### Standing Committees

**Budget/Finance** (Lisa Luciano) – reported under Treasurer's Report above

**Nominating** (Pranshu Gupta) – Handled under Board Action Items

**Personnel/HR** (Carrie Nedick) – No report

### Special Committees

**Executive Director Search** (Carrie Nedick) -

**Diversity & Inclusion** – On hold

**Friends' Investments** – No report

**Friends' Liaison** (Lisa Roth read Nancy Holler's report) - noting Book Sale is August 14-20 and if anyone interested in volunteering should contact Lynne Harakal

**Development** – No report

**10. Board Questions/Comments Regarding Pre-Reads** (staff dept reports, statistics & donations) - None

**11. Public Comment** – None

**12. Executive Session** - None

**13. Adjournment at 8:04pm**

Motion to adjourn meeting by Lynne Harakal, seconded by Lisa Luciano

Respectfully submitted,

*Lisa A. Roth*

PCL Board Recording Secretary