**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 14th.  
      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