PARKLAND COMMUNITY LIBRARY Board of Directors Meeting

Date: July 27, 2023 / 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: Lisa Luciano, Nicole Wentline, Madlen Miller, Lisa Roth, Pranshu Gupta, Stephanie Prevost, Damian Goodman, Healley Saltz

Also in Attendance: Kim Wagner, Jackie Hoimes, Mariann Simcic

Absent: Yu Zhang

Meeting officially started by Lisa Roth at 7:00pm

Approval of Minutes – (June 22, 2023):
Motion to accept by Madlen Miller, seconded by Damian Goodman
In Favor: All
Opposed: None

Management Team Report (Jackie Hoimes/Mariann Kmetz)
Follow up on the report available in Google Drive

Building updates/maintenance items. Maintenance items are being addressed – Toilet, gutter, molding on the exterior of the building, ramp will be placed near the book drop.

Animal policy is being discussed.

Both e-sources and Overdrive Advantage are being assessed for better usage. Hoopla will be evaluated based on usage.

Board President’s Report (Lisa Roth)

Treasurer’s Report (Lisa Luciano)
a. Financial Statement June 2023

b. Funds Breakdown as of 6-30-23
Motion to accept the Treasurer’s Report for filing by Nicole Wentline, seconded by Madlen Miller
In Favor: All
Opposed: None

Motion to move CD1 and CD2 into a CD for 7 months at the current advertised rate of 4.45% with an APY of 4.50%. If these rates change prior to the CD maturity, a comparable rate/term will be chosen by Madlen Miller, seconded by Stephanie Prevost.
In Favor: All
Opposed: None

Continuing Business

New Business

Board Action Items

a. Motion – signers on bank accounts

Motion to add Lisa Roth, President, as a signer to all of the Parkland Community Library accounts, specifically at Neff’s National Bank, Truist, INVEST and American Century Investments, and remove Kathy Osmond as a signer. The signers will be Lisa Roth, President; Lisa Luciano, Treasurer; and Kim Wagner, Finance Manager by Madlen Miller, seconded by Nicole Wentline.
In Favor: All
Opposed: None

b. Acceptance of Board member resignation

Motion to accept Board Member Carrie Nedick’s resignation by Lisa Luciano, seconded by Damian Goodman
In Favor: All
Opposed: None

c. Parkland High School student rep approval

Motion to accept Ms. Heally Saltz as student rep by Lisa Roth, seconded by Lisa Luciano
In Favor: All
Opposed: None

d. Board terms – finalized version for Bylaws

Motion to accept new wording for terms to be included in the Bylaws by Lisa Roth, seconded by Stephanie Prevost.
In Favor: All
Opposed: None
Committee Reports

Standing Committees

a. BUDGET/FINANCE – Lisa Luciano – reported under #5 above.

b. NOMINATING – Pranshu Gupta

Search for a new member in the coming year, looking for nominations.

c. PERSONNEL/HR – Madlen Miller

Lisa Roth will continue as a member of the committee. Stephanie Prevost will be a member of the committee.

Special Committees

a. EXECUTIVE DIRECTOR SEARCH – Lisa Roth

The committee is conducting interviews. The deadline is extended to see if there is more interest.

b. DIVERSITY – on hold

More discussion on how to proceed.

c. FRIEND INVESTMENTS

No report

d. FRIENDS’ LIAISON – Lisa Roth

Book Sale - August

e. DEVELOPMENT – No report

Board questions regarding pre-reads (staff department reports, statistics, and donations)

Public Comment

No comments

Executive session

None

Adjournment

Motion to adjourn by Lisa Luciano, seconded by Madlen Miller