

## **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)

Introduction of Healley Saltz, Parkland High School Student Rep.

**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