

PARKLAND COMMUNITY LIBRARY Board of Directors Meeting

Date: May 23rd, 2024 / **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: Nicole Wentline, Pranshu Gupta, Damian Goodman, Healley Saltz, Madlen Miller, Lisa Roth, Lisa Luciano

Also in Attendance: Maryellen Kanarr

Absent: Stephanie Prevost, Yu Zhang

Meeting officially started by Lisa Roth at 7:01pm

Welcome Mallory Sweeney

Approval of Minutes – (April 25th, 2024):

Motion to accept by Maddy Miller, seconded by Lisa Luciano

In Favor: All

Opposed: None

Executive Director Report (Maryellen Kanarr)

Available in Google drive

- 1) Canopy+ - unlimited videos, app available
- 2) Summer Reading
 - a. Commences June 8th
 - b. Beanstack app for reading
- 3) Free Trees for earth day were distributed
- 4) Seed library is ongoing
- 5) Director and staff attended various public events
- 6) Family donated \$5000 for STEM related items/events in kids' wing
- 7) New web calendar – June 1st
 - a. Confirmation and reminder email
 - b. Finding conflict
 - c. Reporting various items such as attendance
- 8) Interlibrary loan costs went up
- 9) New employee hired for Circulation

President's Report (Lisa Roth)

Available in Google drive

- 1) Review by laws document

- 2) Great work on the strategic plan

Treasurer's Report (Lisa Luciano)

- a. Financial Statement – April 2024

Available in Google drive

Motion to accept the Treasurer's Report for filing by Lisa Luciano, seconded by Nicole Wentline

In Favor: All

Opposed: None

Continuing Business

- a. Healley Saltz, Student Rep report

1. Historical Documentary
2. Poster sent to Parkland mental health club
3. Help with promoting summer reading

New Business

- a. HR committee update

Maryellen suggested a payroll structure, discussed with finance committee, will be proposed at the next meeting.

Board Action Items

- a. 2024-2025 Board Meeting Schedule

- a. No August meeting
- b. December meeting moved to Dec 12th

Motion to accept the Board Meeting Schedule by Lisa Luciano, seconded by Maddy Miller

In Favor: All

Opposed: None

- b. 2024-2025 Holiday Schedule

Motion to accept the 2024-2025 Holiday Schedule by Nicole Wentline, seconded by Damian Goodman

In Favor: All

Opposed: None

- c. Strategic Plan

Motion to accept 2024-27 Strategic Plan by Maddy Miller, seconded by Lisa Luciano

In Favor: All

Opposed: None

- d. Resolution allowing Executive Director to e-sign for e-grants

Motion to allow Maryellen Kanarr to e-sign for e-grants by Damian Goodman, seconded by Nicole Wentline

In Favor: All

Opposed: None

Committee Reports

STANDING COMMITTEES

- a. BUDGET/FINANCE – Lisa Luciano – reported under #5 above.
- b. NOMINATING – Pranshu Gupta – no report.
- c. PERSONNEL/HR – Madlen Miller – reported under #7 above.

SPECIAL COMMITTEES

- a. DIVERSITY - tabled
- b. FRIENDS' LIAISON – Lisa Roth
June 6th – Friends meeting
Book Sale - August
- c. DEVELOPMENT – No report

Board Questions Regarding Pre-reads (staff department reports, statistics, and donations)

What are passive activities? These are do it yourself activities available for patrons.

Public Comment - No comment

Executive Session

Adjournment

Motion to adjourn at 7:33 pm by Maddy Miller, seconded by Mallory

In Favor: All

Opposed: None