

Hellertown Area Library
Board of Trustees Meeting
January 27th, 2015

Present: Janie Hecker, Julie Macky, Tom Maxfield, Stephanie Mindler, Jeanne Reilly, Robin Rotherham, Robert Sterling, Herbert Payung & Terri Stauffer

The President opened the January 2015 meeting with the Pledge of Allegiance to the Flag.

Oath of office performed for Terri Stauffer.

Minutes of November 2014 meeting: motion to approve by Janie Hecker & seconded by Stephanie Mindler, unanimously approved

Library Reports:

Treasurer's Report – Attached

Profit & Loss Budget review and discussion.

Library Director – see attached report.

-Discussion of calendar and planned events and survey results.

-Discussion of annual audit and filing of tax forms and costs associated with the preparation.

Tom Maxfield made a motion to retain DCS Accounting Services with a second by Herb Payung; unanimously approved.

-Discussion of theft. Herb Payung will talk with Hellertown Mayor and Police for advice.

Teen Trustee – no reports

Building & Grounds – Basement storage closet cleaned out.

Operations & Procedures – no report

Personnel – Discussion on whether full time employee should become a salaried employee. If she is made a salaried employee at her current hourly rate she will fall below the salary threshold of 23,660 for exempt employees as outlined in the Fair Labor Standards Act. Tom Maxfield made the following motion: Approve Erin Clavier as a salaried employee at an annual salary of 23, 660 beginning May 7, 2015. The motion was seconded by Janie Hecker and unanimously approved.

Development – Lower Saucon residents want to open little libraries. HAL will donate books to this endeavor.

Old Business – no report

New Business

Election of Officers

Jeannie Reilly for President – Motion by Stephanie Mindler, second by Janie Hecker
Unanimously approved

Stephanie Mindler for V. President– Motion by Jeanne Reilly, second by Tom Maxfield
Unanimously approved
Janie Hecker for Secretary – Motion by Jeanne Reilly, second by Julie Mackey
Unanimously approved
Daisy Handwerk for Treasurer– Motion by Tom Maxfield, second by Stephanie Mindler
Unanimously approved

Committee Chairperson and Member Appointments

Robert Sterling for Buildings and Grounds
Janie Hecker for Operations and Procedures
Committee – Tom Maxfield
Julie Mackey for Development
Committee – Stephanie Mindler

Ad Hoc Committee to Review and Revise By-Laws – Janie Hecker

First meeting will be on February 12 at 4:30

Women's Club Basket Bingo – Janie Hecker

Basket Bingo proceeds in the \$1000s. Discussion of what the funds can be used for including security needs.

Friend of the Library Association – Bob Sterling

Discussion of the need for a revival of the Friends of the Library.

Silver Creek Home Development – Tom Maxfield

Silver Creek Country Club wants to build homes on several locations within their property.

Advertisement of Library Events – Tom Maxfield

Discussion of best methods of advertising events including print and online sources.

100th Anniversary of Dewey Carnival – Herb Payung

Discussion of involvement of HAL in the events this summer. The Board is open to participation.

The Meeting adjourned at 7:55.