

Hellertown Area Library  
409 Constitution Ave.  
Hellertown, PA 18055

Minutes of the Board of Directors  
June 16, 2015

In Attendance: Jeanne Reilly, Stephanie Mindler, Janie Hecker, Daisy Handwerk, Tom Maxfield, Robert Sterling, Robin Rotherham, Marisa Linsky.

President Reilly called the meeting to order at 6:05 p.m. with the Pledge of Allegiance to the U.S. flag.

Daisy Handwerk moved the approval of the minutes from May 26, 2015 as presented.  
Seconded by Tom Maxfield.

Approved

**Library Reports**

Treasurer's Report- Daisy Handwerk reviewed the balance sheet and the Profit and Loss statement. We are in the hole this month due to Summer Reading.

Must call regarding the Merrill Account and sign checks on June 22nd.

Budget meeting will be scheduled for early August – proposed for August 2<sup>nd</sup> at 2:00 p.m.

Library Director's Report- Robin Rotherham – will be asking for a 3-5% increase in funding from both the Borough of Hellertown Council and Lower Saucon Township Council. We were awarded the Ronald McDonald Children's Charities Grant for \$21, 000. We are thankful to Jim McIntyre, Owner of the Hellertown and Quakertown McDonalds. After the Board approves the renovation project, it will be put out for bid. We will be getting new HP laptops.

Community Day is August 22<sup>nd</sup>- The library will sell coffee and muffins. HAL will receive the Community Recognition Award which will be presented that day. We will order t-shirts from Saucon Valley Sporting Goods. During the Dewey Celebration- library volunteers will serve at the refreshment stand on the evening of Saturday July 18<sup>th</sup>.

Teen Trustee Report – Marissa Linsky- no report.

**Standing Committee Reports**

Building and Grounds- Robert Sterling – Grounds are in rough shape. Bob is trying to get a group of 4-5 people to get the work done. We are in need of a Push mover since the Borough is not cutting the grass as short as is desired. Linda Leewright volunteered to clean up the area around and in back of the shed.

We can clean out the shed and hopefully have room to store some of our equipment.  
We need lawn treatment to get rid of weeds which would improve the lawn.  
Terri will do the gutter repairs in front.

Operations and Procedures – Janie Hecker – By-laws needed some language changes to make the intent explicit.

Janie Hecker moved that we approve the language changes that make the intent of by-laws clear.

Seconded by Daisy Handwerk

Approved

Personnel – Stephanie Mindler- Robin Rotherham will be evaluated by August.

Development- No Report

Friends of the Hellertown Area Library Report – Robert Sterling reported that David Lloyd will construct a “Friends of the Hellertown Area Library” Facebook Page plus produce bookmarks that will be handed out to patrons to increase interest/membership. The allotment has not been spent.

**Old Business-** None

**New Business** –Robin Rotherham reported that the Township (Lower Saucon) does not want to bid our renovation project because they do not own the building. There is a change in time when work will occur; the library will remain open during the construction/renovations. Contractors must insure safety of all using the library. The library may close as necessary. This Board needs to approve the bid documents.

Tom Maxfield made the motion that the renovation project documents be approved to go out for bids as presented.

Seconded by Stephanie Mindler

Approved

Stephanie Mindler moved to adjourn the meeting

Seconded by Daisy Handwerk.

Approved

The meeting was adjourned at 7:02 p.m.