Free Library of Northampton Township

Library Board Meeting

April 13, 2023

Board Members Present: Chip Heim (President), Janet Baker (Vice President), Charles Beem, and Jessica Freundel

Staff Present: Wayne Lahr (Library Director)

Citizens Present: Paula Gasper (Supervisor Liaison)

Call to Order
President called the meeting to order at 7:02 PM.

Approval of March 2023 Minutes
The Board approved the March 2023 Meeting Minutes unanimously.

Library Director's Report
- One of the printer/copier vending machines is being repaired and updated; approximate cost will be $700.
- Offers were made to two interviewed candidates to fill the Full-Time Reference Librarian/Archivist and Part-Time Reference Librarian; presuming May 1 start date.
- Book A Librarian service has been very successful with most available session times booked; Computer Classes begin Monday. All 5 sessions are almost fully booked (12 each session).
- Interesting statistics provided and compared to 1st quarter of 2022, notably to compare library usage post-Covid rebound – Reserved Rooms usage, Public PC usage, Wifi connections, Circ of library materials; children's programming and attendance
- Director is working on a small project taking a closer look at how much public computers are being used now compared to pre-Covid and how this might affect changing the numbers of computers being made available to the public and/or if this leads to further discussion about having laptops/tablets available instead of desktop computers.
- Continued thought and discussion should be given to what statistics mean and how they might or might not be useful to determine future services provided by the library.

Strategic Plan Status
- The Director provided a brief summary of the Strategic Plan in its current unfinished state.
- The Strategic Planning Committee met on April 6, 2023 to finalize the Objectives and Actions for Strategic Priorities #2-4. The goal of the next Committee meeting is to review revised language for Actions and to review methodology for writing Measure statements.
- The Committee anticipates submitting a final version for Board approval no later than the June meeting.

On-Boarding New Board Members
- Wayne and Chip will meet to work on formalizing expectations of time and responsibilities, 101 Basics, and an annual review of process.
- Niche Academy and informal mentoring should be used to provide training for new members.
- Jessica to lead efforts to define a list of Onboarding Requirements

Friends of the Library Report
- Eleanora attended March meeting on behalf of Michael.
- Financial balance is considerable; concerned was discussed regarding having too much in the bank; Wayne and Eleanora explained there would most likely be needed money as we begin implementing pieces of the Strategic Plan. Friends were very supportive of helping to fund those not-yet-identified needs.
- The Friends of the Free Library of Northampton Township have 186 paid members to date.
- The group is seeking volunteers to assist with the used book store.
- The next meeting of the Friends group is scheduled for Wednesday, April 19, 7:00 PM, at the library. The meeting will finalize the election of officers for 2023-24.

Library E-resources of the Month
- Wayne provided a thorough overview of the library's website including exploring the homepage, all menu pull-downs, and brief descriptions of some of the resources to be examined over the remainder of the year. Question: How many issues of the Scoop are picked up from the front desk? Approximately 75 copies of each issue are distributed to patrons.
- Next e-Resources to be discussed: Power Library and LinkedIn Learning.

Public Comment
None

For the Good of the Order / Miscellaneous
None

Adjournment
The meeting was adjourned at 8:05 PM.

Respectfully submitted,

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Michael May, Secretary   Date