

FREE LIBRARY OF NORTHAMPTON TOWNSHIP

Board of Directors Meeting

May 12, 2022

Members Present: Eleanora Rosso, Michael May, Wayne Lahr, Paula Gasper, Charlene DiSarlo, Janet Braker, Chip Heim, Christy Lazzarino, (offering an Overview of Children/Youth Services Programming), and Charles Beem

Minutes

The meeting was called to order at 7:00 p.m.

- I. Call to Order – The Board President called the meeting to order while welcoming the members in attendance.
- II. Approval of the April 14, 2022, Meeting Minutes  
Motion: To approve the April 14, 2022, Meeting Minutes - With the addition of Chip Heim as recognized in attendance of the meeting.  
Discussion: Nothing further.  
Action: Unanimous Approval.
- III. Library Director's Report – The Library Director offered additional details concerning the well-attended Tuesday Morning Matinee (10:00 AM) – May 10, 2022, "Belfast", with the next scheduled Tuesday Morning Matinee (10:00 AM) – May 24, 2022, "The Truffle Hunters".  
Artist of the Month – Ilene Rubin, Bucks County Artist and Author – Featured work is offered in the display case, (near the library entrance), and on the wall beyond the reference desk.  
The Agreement for the Provision of District Library Services Within the Doylestown District, (July 01, 2022 – June 30, 2023), was referenced briefly; as well as the Bucks County District Library Center – Five Year Plan 2022-2027.  
The AARP Tax Preparation Service was a huge hit with over 300 returns processed.  
Marci Lyons DiCamillo has resigned from the Board of Directors. The position will not be filled until the end of the year when the Northampton Township Supervisor's will be interviewing candidates and making an appointment for all vacancies.  
Christy Lazzarino has been accepted to a new position in the Montgomery County Libraries, while it was acknowledged that she will be greatly missed. The position she presently holds has been posted, with a review of the details concerning the position.  
Senior Expo at Spring Mill Manor from 10:00 AM – 1:00 PM – Information Table – Describing the library programming and e-resources directed to the various age groups. Five attendees submitted applications for library cards.

The grant request has been approved by the new Win-Waste Innovations, (the former Wheel-a-brator), from Fall 2021, with an amount of \$10,000; to be used on updating the AWF Learning computers in the children's area of the library.

Finalization of the letter for the annual appeal to be sent the first week in June.

While including 10,000 emails, at a cost of approximately \$3200.

Northampton Township's 300<sup>th</sup> Anniversary – Library staff have been creating trivia informational pictures and facts to support the social media campaign; as well as a Trivia Night to be held in the library.

Please see the Director's Report for any additional details.

- IV. Friends of the Library Report – The board liaison reported on the nominations for officers as occurring during a relatively short meeting. The next meeting will be June 15, 2022.
- V. Northampton Township Supervisor's Liaison Report – Paula reported on the new development including the Stoney Ford Road maintenance work scheduled. Dunkin Donuts is approved with construction near McDonalds. Land development for thirteen homes on the site of Bucks County Roses. The Rails to trails is moving forward with the Commonwealth of Pennsylvania contributing to the development. Senator Tomlinson and Wendi Thomas have secured funding towards the new fire house construction. In addition, the Northampton Township has requested Grant Funding through the Commonwealth of Pennsylvania. The Miracle league refurbishment is moving forward. Second Street Pike will be resurfaced. The impact of road closures was discussed.
- VI. Strategic Plan Steering Committee Report – Janet discussed the progress achieved while the committee is growing with the expected attendance by Paula during future meetings. A review of the action plan has taken place. A review of the resources available continues. A vision is present while incorporating active engagement from the members of the committee.
- VII. Overview of Children/Youth Services and Programming by Christy Lazzarino – Christy explained the work in developing the literacy skills through programming. All children's programming is handled through her leadership beginning with infants. An Infant Program with Stories, Songs, and Crafts are all employed in engaging the youth, (attendance 28-50). 'Stories and More', a program for children 2-3 years of age, while lasting a duration of 12-14 weeks. Children, 3-5 years of age are included in a program entitled, "On My Own", while parents can be near, the activities encourage curiosity, exploration, and development in a supervised environment. This program is unique to our library and has been well received. Additional programs include: 'Story Time for all Ages', specific 'Book Groups for School Age Children', 'Read Along with Me' is another group with milk and cookies, while offering three sessions per year, with 40 participants. 'Book Bunch' is a program the participants read the book prior to meeting, while incorporating an engaging activity. 'Teen Reads' is another group with discussions. Additional programs on Coding Language, in game activities that has been well received by participants.

STEM Games, 'Art with Anita', 'Doodle Bugs' play with Children, 'Garden Growing', 'Reading with the Dog', (once a month), are included as additional programming. The staff consistently receives positive feedback from the public. Summer Programming involves the use of logs for reading with rewards for time reading. Summer Quest Program is engaging the youth as well. Tyler State Park participated in a gardening program. Collaboration in programming with Council Rock School district in outreach has been successful. Additional work with The United Way is taking place. Reviewing the collection of programs and activities, such as 'Reading Olympics' is an ongoing practice. Professional Development, PALA as well. Building relationships with children and families has been an overarching theme that has driven program development. Christy was acknowledged for her fine work in outreach, program development, and her devotion to the library. It was noted that 'Community Read' programing can be a powerful connection with students. Four copies of the 'Reading Olympics Books' are maintained in the library collection. Strategic Planning could be helped by Christy sharing her knowledge. The value of shared experiences can be powerful in such a process.

VIII. Changes Needed to the By-Laws – A discussion of the following Articles and Sections.

Article III, Section 2 – A definite description of Board Appointments. The number of terms the President and Treasurer can serve.

Article III, Section 3 – The Library Director...as referencing the quote. "The Library Director, or its assignee, shall inform the District Consultant of the Doylestown District of all library board member changes as soon as they occur."

Article V, Section 2 – President and Treasurer term language. The current language limits these two positions to serving three one-year terms. Should the term limits be extended?

Article VI Section 1 – Board of Directors Meeting Schedule – An adjustment to the second Thursday of the month, except during the months of July, August, and December.

Article VI Section 4 – A clarification to read: "Board members are permitted to vote by proxy; a vote that is mailed or is cast in some other way while the Board Member is physically absent from the meeting on the date of the vote and want their vote to count."

Article VII Section 1 – As addressed in the 2<sup>nd</sup> sentence: "... for each of the FOUR-officer positions."

Article VII, Committee Chairpersons – The appointment of a committee chairperson for the: Nominating, Budget, Property, and Long-Range Planning Committees. Should the Strategic Planning Committee be included in the list? It was noted that *Ad Hoc* Committees can be established as needed.

The question was asked regarding the risk exposure of the Board of Directors to being sued, as Paula will review this with the supervisors.

The voting will take place next month on the Bylaws. The next Board packet will contain the refinement of the language for voting.

- IX. Public Comment: Written comments or any questions from the public may be emailed to [publiccomment@nhtwp.org](mailto:publiccomment@nhtwp.org) prior to the meeting.

Christy will be missed by the library. Wayne offered the terms of the Board members.

- X. For the Good of the Order/Miscellaneous – Nothing further.

- XI. Adjournment

The meeting was officially adjourned at 8:02 pm, by a unanimous voice vote.

The next Library Board meeting is scheduled to held Thursday, June 09, 2022, at 7:00 p.m.

Respectfully submitted,

Dr. Charles W. Beem,

Free Library of Northampton Township Board of Directors Recording Secretary