



## Free Library of Northampton Township

### Library Board Meeting

November 14, 2024

**Board Members Present:** Janet Braker (Vice President), Eleanora Rosso (Secretary), Jessica Freundel (Treasurer), Charles Beem, Larry Blumenthal

**Staff Present:** Wayne Lahr (Library Director)

**Citizens Present:** None

#### Call to Order

Vice-President called the meeting to order at 7:00 PM.

#### Reading of Library Mission and Vision Statement

Beem read the Mission and Vision Statements.

#### Approval of September 2024 Minutes

The Board approved the October 2024 Meeting Minutes unanimously.

#### Library Director Report

- **E-rate** – federal program that provides reduced rates for schools and public libraries for internet service. Bucks County Library District hired a e-rate coordinator, Kate Boyer, in 2023. She is working with the Library Director to access a 40% discount for internet service. She also indicated \$146k funding available for IT equipment and is working with the Director on how it could be utilized given the implementation of the strategic plan and its impact on facilities.
- **Hiring** – offer letters have gone out for part-time library clerk and part-time library clerk and adult volunteer coordinator.
- **Ballot Box** – several issues with hosting the ballot box in the library, mostly related to behavior of voters. The Library Director has provided feedback to Township management so that improvements can be made for the future. Door count showed that volume of visitors increased 2-3x normal counts on many days.

#### Strategic Plan Status

- Priority #1 – Build a Culture of Learning
  - No update
- Priority #2 – Community Partnerships
  - No update

- Priority #3 – Effective Communication
  - Hosted kick-off meeting with SWELL team and FLNT representatives on October 30, , including Board members (3), staff (3), patrons (2), Friends (1), and township admin (2), and the director, to introduce the SWELL team, its goals, timeline, and methodology and to review requirements and respond to questions they had regarding the culture of the community and library;
  - 2 SWELL phone interviews with 2 additional staff members and a 3<sup>rd</sup> regular patron took place on 11/14;
  - Additional follow-up meetings with SWELL core group of FLNT representatives (7) have been scheduled;
- Priority #4a – Contemporary Facilities (Interior)
  - No update
- Priority #4b – Contemporary Facilities (Exterior)
  - No update

**Friends of the Free Library of Northampton Township Report**

- The Friends Board had a meeting to discuss engagement and how the organization may be able to position itself to meet additional future financial needs of the library. A representative, VP Bill Klenke, then met with the Library Director to discuss questions, thoughts, or issues resulting from this meeting and how the library might be able to assist with addressing these items. The Library Director provided information on groups specifically set up to assist library Friends organizations.

**2025 Library Board Meeting and Times**

- The proposed list of dates was approved unanimously. They represent the 2<sup>nd</sup> Thursday of the month with no meetings scheduled for July and August.
- Start time will be moved to 6:30 PM next year.

**Public Comment**

None

**For the Good of the Order / Miscellaneous**

None

**Adjournment:**

Meeting was adjourned at 7:51 PM.

Respectfully submitted,

*Eleanora K. Rosso*

Eleanora Rosso (Secretary)

10/10/24

Date