

Whitehall Township Public Library
3700 Mechanicsville Rd.
Whitehall, PA 18052
BOARD OF TRUSTEES MEETING - MINUTES
Thursday, November 11, 2021

President Fran Lloyd called the meeting of the Whitehall Township Public Library Board of Trustees to order at 6:36p.m. in the library.

Present:

Fran Lloyd - President
Denise Shaffer, Secretary
Kathy Betz, Co-Treasurer
Melissa Sassaman
Tom Ernst

Absent:

Pat Fried
Joan Shafer

Guest:

Christine Andrews
Marva Johnston

MINUTES OF THE PREVIOUS MEETING:

Motion to accept by Tom Ernst. Kathy Betz seconded and the motion carried.

FRIENDS OF THE LIBRARY REPORT:

Will be meeting Thursday, November 11, 2021 to review disbanding due to lack of interest.

LIBRARIAN'S REPORT:

Christine submitted the State Aid Report and the library is expecting around \$86,000.00. District Funding still remains the issue as it has in the past with accounting of monies not accounted for around \$300,000.00.

FINANCIAL REPORT:

A health insurance refund was returned due to ACA. Retracting refund amount of \$70 per each employee due to the letter we reviewed for the employees refund. Marva will contact the broker for a copy of the contract to review what we should be refunding.
The library received tax money in the amount of \$17,263.44 from the school district.
Tom Ernst made a motion to approve the treasurer's report. Melissa Sassaman seconded and the motion carried.

PRESENTATION/ACTION ON BILLS:

Denise Shaffer made a motion to ratify payments int the amount of \$22,344.76. Melissa Sassaman seconded and the motion carried.

Tom Ernst made a motion to approve payments to be made in the amount of \$5,177.39. Melissa Sassaman seconded and the motion carried.

COMMITTEE REPORTS/DISCUSSIONS:

BUILDING AND GROUNDS (Joan, Kathy):

Smiley's came to replace/repair the landscaping disturbed by the the sidewalk pouring. Kathy Betz made a motion to approve the bill in the amount of \$300.00 for this repair. Tom Ernst seconded and the motion carried.

Tom is willing to come to the library to clear the sidewalks when it snows using the library's snow blower.

PERSONNEL (Pat, Fran):

Interviews continue for the director's position.

BUDGET/FINANCE (Kathy, Joan, Denise):

Truist did not show for our meeting. Kathy will reach out to American Bank, First Commonwealth and Neff's Bank to inquire to switch banks.

COMPUTER/OPERATING (Denise, Fran, Melissa):

IT quotes were received and being reviewed.

POLICIES/BYLAWS (Fran, Pat, Kathy):

Nothing to Report.

OLD BUSINESS:

Pat Fried cleaned the employee refrigerator.

NEW BUSINESS:

Christine thanked the board for all of the assistance they are offering.

ADJOURNMENT : Motion made by Denise Shaffer, seconded by Tom Ernst and the motion carried.

NEXT MEETING: December 9, 2021 at 6:30 p.m.

Respectfully Submitted,
Denise Shaffer, Secretary