

Whitehall Township Public Library
3700 Mechanicsville Rd.
Whitehall, PA 18052
BOARD OF TRUSTEES MEETING - MINUTES
Thursday, December 9, 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
Pat Fried, Vice President
Denise Shaffer, Secretary
Kathy Betz, Co-Treasurer
Melissa Sassaman
Tom Ernst
Joan Shafer
Christine Andrews

Guest:

Rich DeLuca, Truist Bank

MINUTES OF THE PREVIOUS MEETING:

Motion to accept by Kathy Betz. Melissa Sassaman seconded and the motion carried.

FRIENDS OF THE LIBRARY REPORT:

The FOL will revisit disbanding when they meet in January. They are working on setting up a trust with the school district for scholarships to continue if they choose to disband.

LIBRARIAN'S REPORT:

The president of the board for the Allentown Library to trying to work the library director to correct the issue of misappropriation of funds to the other libraries in the district.
Christine is asking if we have any leads on a director due to staffing. Lorraine is having surgery and will be out for a month.

FINANCIAL REPORT:

Pat Fried made a motion to accept the treasurer's report. Melissa Sassaman seconded and the motion carried.

PRESENTATION/ACTION ON BILLS:

Pat Fried made the motion to ratify payments in the amount of \$20,601.87. Tom Ernst seconded and the motion carried.

No Checks to Approve.

COMMITTEE REPORTS/DISCUSSIONS:

BUILDING AND GROUNDS (Joan, Kathy, Tom):

PERSONNEL (Pat, Fran, Melissa):

Joannie is feeling that we need to move more quickly on the search for the director. Fran will look at paying the fee to post the job on LinkedIn. We will post the job at Universities that offer Masters of Library Science, Drexel or Kutztown. Melissa will look at posting on Monster.com and CareerBuilder. Kathy will contact a friend that can recommend other schools to look that have this degree.

Patty notified Fran that she has new insurance. Marva is to contact Kistler Tiffany's office to remove Patty effective January 1, 2022.

BUDGET/FINANCE (Kathy, Joan, Denise):

A Truist Bank representative, Rich DeLuca, and he has basically told us there is nothing they can offer us .015% which is .005% more than what we are currently collecting.

Kathy questioned the values in the bank accounts. Are we exceeding what the federal reserve insures? Rich informed that due to the library being a municipality named account, we are safe to keep what we have in our accounts as we are insured for the full value.

Truist Bank is offering to do community service for the library and always working with non-profits.

Rich DeLuca is recommending that the library look at going to Squared to accept credit card as there is a fee only when you use the Squared devise. Rich will have someone contact the library to discuss Squared further and will look into getting the fees back to the library for the past year of the credit card machine rental that was not working, \$35/mth from Truist. Rich provided his personal cell for the board and library to contact him directly, 484-629-2843.

Kathy provided documents to review to invest some of the library's money, specifically the endowment to be earmarked for specific needs. Any investment discussions will be held off until a new director is hired.

COMPUTER/OPERATING (Denise, Fran, Melissa):

Kathy will get in touch with Andrea to ensure that they get an IT contract in place to service the computer system from the library.

POLICIES/BYLAWS (Fran, Pat, Kathy):

Nothing to Report.

OLD BUSINESS:

NEW BUSINESS:

ADJOURNMENT : Motion made by Kathy Betz at 8:23, Joan Shafer seconded by and the motion carried.

NEXT MEETING: January 13, 2022 at 6:30 p.m.

Respectfully Submitted,
Denise Shaffer, Secretary