

Whitehall Township Public Library
3700 Mechanicsville Rd.
Whitehall, PA 18052
BOARD OF TRUSTEES MEETING - MINUTES
Thursday, February 10, 2022

President Fran Lloyd called the meeting of the Whitehall Township Public Library Board of Trustees to order at 6:30p.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:

Susan Bielucke

MINUTES OF THE PREVIOUS MEETING:

Motion to accept by Kathy Betz. Joan Shafer seconded and the motion carried.

FRIENDS OF THE LIBRARY REPORT:

The Friends have officially dissolved. The finances that remain will be an endowment scholarship fund to Whitehall Coplay High School, Two \$500.00 scholarships will be awarded annually until the money is depleted, about twenty-three years.

LIBRARIAN'S REPORT:

An LCLC meeting was held on February 9, 2022 to discuss the funds that are not being properly handled by Allentown. A bookkeeper has been hired to handle the LCLC funds. She will provide a report each month and ensure funds will be used to share to benefit the entire LCLC group.

FINANCIAL REPORT:

Tom Ernst made a motion to accept the treasurer's report. Denise Shaffer seconded and the motion carried.

PRESENTATION/ACTION ON BILLS:

Pat Fried made the motion to ratify payments in the amount of \$7,206.81. Tom Ernst seconded and the motion carried.

Melissa Sassaman made the motion to approve payments in the amount of \$1,801.88. Pat Fried seconded and the motion carried.

COMMITTEE REPORTS/DISCUSSIONS:

BUILDING AND GROUNDS (Joan, Kathy, Tom):

Tom is seeking out a handyman and is having a difficult time getting anyone interested. Mr. Handyman is the only individual that responded and is willing to assist at \$98.00/hour. Tom will continue the search.

The school maintenance will be replacing the HVAC system filters in the spring.

PERSONNEL (Pat, Fran, Melissa):

Susan Bielucke has been hired as our new Director. Susan has 6+ years as a Director and will be a great asset to our community Library.

BUDGET/FINANCE (Kathy, Joan, Denise):

Nothing to Report.

COMPUTER/OPERATING (Denise, Fran, Melissa):

Kathy spoke with Jim Gilbert to discuss how the server is setup. He spoke about all of the protection the public library's computers have to ensure the server was protected.

We will allow Susan to assess the situation and make her recommendations in the near future.

POLICIES/BYLAWS (Fran, Pat, Kathy):

The COVID policy is still being developed. A policy that addresses people that approach the library staff about books that offend them may also be looked into. Susan will assist the board in new policies needed.

OLD BUSINESS:

NEW BUSINESS:

ADJOURNMENT : Motion made by Kathy Betz at 7:34, Pat Fried seconded by and the motion carried.

NEXT MEETING: March 10, 2022 at 6:30 p.m.

Respectfully Submitted,
Denise Shaffer, Secretary