

Whitehall Township Public Library  
3700 Mechanicsville Rd.  
Whitehall, PA 18052  
**BOARD OF TRUSTEES MEETING - MINUTES**  
Thursday, June 2, 2022

President Fran Lloyd called the meeting of the Whitehall Township Public Library Board of Trustees to order at 6:34p.m. in the library.

**Present:**

Susan Bielucke, Director  
Fran Lloyd – President  
Denise Shaffer, Secretary  
Kathy Betz, Co-Treasurer  
Melissa Sassaman  
Joan Shafer  
Tom Ernst

**Absent:**

Pat Fried, Vice President

**MINUTES OF THE PREVIOUS MEETING:**

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

**LIBRARIAN'S REPORT:**

- A grant from PPL was received in the amount of \$1,000 for the summer reading program.
- The Fundraising Letter has brought in \$6,405 to date.
- The Book Sale will be held on June 17-18 and the library is looking for volunteers to assist. Joan and Pat from the board have already volunteered.
- The Yard Sale brought in \$520.
- The District Library negotiations were signed and there were changes:
  - Databases will go away due to cost vs usage.
  - Funds will go towards Newsletters will be emailed to those that have opted in
  - Funds will go towards eBooks.
- Susan will hold the first Staff meeting Friday, June 3, 2022 at 4:00.
- The position for the Youth Program/Circulation Assistant position in hopes of filling the position by July 1, 2022.

**FINANCIAL REPORT:**

No reports available due to the early meeting date.

**PRESENTATION/ACTION ON BILLS:**

Tom Ernst made a motion to ratify payments in the amount of \$15,316.77. Melissa Sassaman seconded and the motion carried.

There were no payments to approve.

**COMMITTEE REPORTS/DISCUSSIONS:**

**BUILDING AND GROUNDS** (Joan, Kathy, Tom):

- Sobrinski Painting has been selected to paint the vestibule, Susan's office and the children's area of the library. Kathy Betz made a motion and Melissa Sassaman seconded and the motion carried.

**PERSONNEL** (Pat, Fran, Melissa):

- Kathy Betz would like to write a thank you and purchase a gift for Jim Gilbert for his time spent assisting getting the computers back online.

**BUDGET/FINANCE** (Kathy, Joan, Denise):

- 2022-2023 budget was amended to include \$2,000 that will be given to the District Overdrive Service. Tom Ernst made the motion to approve the amendment, Denise Shaffer seconded and the motion carried.

**COMPUTER/OPERATING** (Denise, Fran, Melissa):

- Denise reported that there are grants available through the some of the Lions organizations that will support non-profits for computers. Susan will work with Denise to get the necessary papers to apply for the grants.

**POLICIES/BYLAWS** (Fran, Pat, Kathy):

- An updated Policy book will be given to board members next month.

**OLD BUSINESS:**

**NEW BUSINESS:**

- Board Elections: 2022-2023 officer elections:
  - Fran Lloyd – President
  - Joan Shafer – Vice President
  - Melissa Sassaman – Secretary
  - Kathy Betz – Treasurer
- Denise Shaffer made the motion to approve the officers, Tom Ernst seconded and the motion carried.
- A new board member is needed to replace Pat Fried. Kathy will invite a person to the next meeting as a potential member. Denise will reach out to an individual before the next meeting.
- Susan will post the 2022-2023 Board of Directors meeting dates as is required.

**ADJOURNMENT** : Motion made by Kathy Betz at 7:25pm, Joan Shafer seconded by and the motion carried.

**NEXT MEETING:** July 14, 2022 at 6:30 p.m.

Respectfully Submitted,  
Denise Shaffer, Secretary