

Whitehall Township Public Library  
3700 Mechanicsville Rd.  
Whitehall, PA 18052  
**BOARD OF TRUSTEES MEETING - MINUTES**  
Wednesday, December 14, 2022

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

Present:	Absent:
Susan Bielucke, Director	Tom Ernst
Denise Shaffer	
Fran Lloyd, President	
Kathy Betz, Treasurer	
Melissa Sassaman, Secretary (via Zoom)	
Joan Shafer, Vice President	

**NEW BUSINESS:**

- The board reviewed the details of the new Patron Conduct Policy. Patrons who refuse to comply with the policy will be asked to leave the library. Staff will contact the Whitehall Township Police Department via the non-emergency number if a patron refuses to comply with a staff member's request that they leave the library. Kathy Betz made a motion to approve the addition of a prohibition against dumping trash on library property. Joan Shafer seconded the motion. The new Patron Conduct Policy was approved with the addition of the prohibition against dumping trash.
- The board discussed the purchase of new computers and software. The purchase will include six staff computers and four circulation computers. Kathy Betz suggested purchasing Office 365 for the staff computers. Denise Shaffer made a motion to purchase a total of 10 computers and having Office 365 installed on the six staff computers. The motion was seconded by Joan Shafer. The board approved the motion.
- Tom Ernst has notified the board that he will be starting a part-time job that will prevent him from removing snow at WTPL. Joan Shafer will contact WCSD maintenance about snow removal. The library would have to close or delay opening if lack of snow removal prevented access by patrons and staff.

**ADJOURNMENT** : Meeting adjourned at 7:08 PM.

**NEXT MEETING**: January 12, 2023 at 6:30 p.m.

Respectfully Submitted,  
Melissa Sassaman, Secretary