

Whitehall Township Public Library  
3700 Mechanicsville Rd.  
Whitehall, PA 18052  
BOARD OF TRUSTEES MEETING - MINUTES  
Thursday, May 9, 2024

President Fran Lloyd called the meeting of the Whitehall Township Public Library Board of Trustees to order at 6:35 p.m. in the library.

Present:		Absent:
Susan Bielucke, Director	Tom Ernst	None
Fran Lloyd, President	Dhara Dekhtawala	
Melissa Sassaman, Secretary	Joan Shafer, Vice President	
Ed Hozza	Kathy Betz, Treasurer	

**MINUTES OF THE PREVIOUS MEETINGS:**

Motion to accept April 11, 2024 regular board meeting minutes by Kathy Betz. Joan Shafer seconded and the motion carried.

Motion to accept April 11, 2024 executive session minutes by Kathy Betz. Tom Ernst seconded and the motion carried.

**LIBRARY DIRECTOR'S REPORT:**

- State and District Libraries:
  - The District met to approve the District Negotiated Agreement and the 2024-2025 District Budget. As a result:
    - HeritageQuest and AtoZ databases will be removed.
    - The district will no longer reimburse libraries for summer reading software. This change is reflected in WTPL's 2024-2025 budget.
    - Wi-Fi hotspots, three museum passes, and subscriptions to Ancestry, Overdrive, Brainfuse, Morning Call (Newsbank) and Swank Movie Licensing will continue to be provided by the District.
  - LCLC created a "library passport" incentive program to promote visitation of all eleven libraries.
- Financial:
  - Fundraising
    - WTPL's Spring Book Sale netted \$1,200.
    - The Yard Sale will take place June 7 and 8. Volunteers are needed to assist.
    - The Spring Fundraising Letter has brought in donations of \$5,637 to date.
  - Grants
    - WTPL will receive \$7,500 in grant funding toward building improvements from the Trexler Trust.
- Partnerships:
  - The birding backpacks will be ready for checkout approximately 5/22. Susan Bielucke will attend the May 15 meeting of the Whitehall Bird Town Committee (EAC) for photos. The committee and WTPL will promote the program.
  - Susan Bielucke discussed with Whitehall Township Department of Recreation Director Brandon Hibbler possible locations for the Storywalk. He recommended the Ironton Rail Trail or Hokendauqua Park. Susan will attend IRT's May meeting to present information about the Storywalk.

- WTPL Children’s Librarian Lorraine Santalize and Director Susan Bielucke will have a community table at the June 18 Iron Pigs game. Susan will participate in an on-field check presentation of the previously awarded Iron Pigs grant.
- Programs:
  - Summer Reading Highlights
    - 6/15 at 1:00 p.m. Summer Reading Kickoff: Eyes of the Wild (with 5 live animals)
    - 7/7 at 6:00 p.m. Super Science and Amazing Art
    - 7/11 at 6:00 p.m. Steel Drums presentation and performance
    - 7/31 at 6:00 p.m. Books & Butterflies: butterfly life cycle presentation by Folk’s Butterfly Farm
    - 8/7 at 5:00 p.m. Community Heroes Night: police, ambulance, fire, Lanta bus, garbage truck
    - 8/10 at noon Summer Reading Finale: Mini Moos, Balloons by Cindy, activities and snacks
  - Upcoming Children’s and Teen’s Programs:
    - May Smokey the Bear Reading Challenge; Slug in Love Story Time 5/7 at 11:00 a.m.; Happening Homeschoolers 5/8 at 1:30 p.m.; Teen Zumba May 9, 16, 23 and 30 at 4:00 p.m.; Storytime Yoga: Youth 5/13 at 5:00 p.m.; Creation Station: Greenhouses 5/15 at 6:00 p.m.; Red Robin Reading 5/29 at 6:00 p.m.; Storytime Yoga: Tots 5/30 at 10:00 a.m.
  - Upcoming Adult Programs:
    - On the Same Page: The Measure 5/16 at 6:30 p.m; Healthy Living 5/23 at 6:00 p.m.; The Body of Abraham Lincoln 5/28 at 6:30 p.m.; Basics of Medicare 6/4 at 6:00 p.m.; eBooks for Beginners 6/11 at 6:00 p.m.

**FINANCIAL REPORT OF THE TREASURER:**

Of note: WTPL’s interest income is higher than had been projected in the 2023-2024 budget. Ed Hozza moved to accept the Financial Report. Tom Ernst seconded and the motion was approved.

**PRESENTATION/ACTION ON BILLS:**

Ed Hozza made a motion to approve total April payments in the amount of \$12,001.52. Tom Ernst seconded and the motion carried.

**COMMITTEE REPORTS/DISCUSSIONS:**

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

- WTPL has not yet received a cost estimate for the concrete for the pads for the book drop boxes.
- Cost estimate to rebuild the light pole base has not yet been received.
- DCED grant recipients will be announced in July.

**PERSONNEL (Fran, Melissa, Ed, Dhara):**

- Nothing to report.

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

- WTPL’s tax revenue will decrease by \$11,000 to \$18,000 in the upcoming fiscal year due to commercial property reassessments in the township.

Tom Ernst made a motion to approve the 2024-2025 Budget. The motion was seconded by Ed Hozza and was passed.

- Dhara Dekhtawala updated the board regarding Wells Fargo business credit cards. She will obtain current Wells Fargo CD rates.

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

- Susan Bielucke will obtain additional cost quotes for new domain and email migration. The Google quote of \$12,500 included 25 email addresses, but only 8 email addresses are currently active.

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

- Ed Hozza moved to approve the new Federal Grants Funds Policies. Kathy Betz seconded the motion and the motion passed.

**OLD BUSINESS:**

- WTPL board member terms approvals for Denise Shaffer, Tom Ernst and Melissa Sassaman will be considered during the May WCSD school board meeting.

**NEW BUSINESS:**

- None

**ADJOURNMENT** : Motion to adjourn made by Kathy Betz. Seconded by Ed Hozza. Meeting adjourned at 7:51 p.m.

**NEXT MEETING:** June 13, 2024 at 6:30 p.m.

Respectfully Submitted,  
Melissa Sassaman, Secretary