

Whitehall Township Public Library
3700 Mechanicsville Rd.
Whitehall, PA 18052
BOARD OF TRUSTEES MEETING - MINUTES
Thursday, January 8, 2026

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

Present:

Susan Bielucke, Library Director
Dhara Dekhtawala, Vice President
Melissa Sassaman, Secretary
Hope Stakes
Kathy Betz, Treasurer
Tom Ernst
Ed Hozza

Absent:

Denise Shaffer, President

MINUTES OF THE PREVIOUS MEETINGS:

Motion to accept December 11, 2025 regular board meeting minutes by Tom Ernst. The motion was seconded by Kathy Betz and approved by the board.

LIBRARY DIRECTOR'S REPORT:

- District
 - The district was able to purchase online subscriptions for Wall Street Journal and New York Times.
- Financial
 - State Aid
 - WTPL received state aid in the amount of \$109,462.
 - Grants
 - Iron Pigs Charities: Susan's Read and Reach Fitness and Fun for Library Kids was selected for funding in the amount of \$1.250. Susan and her husband will attend the Iron Pigs Charities Winter Caravan Event on January 22nd.
- Sales Tax Exemption
 - WTPL'S Sales Tax Exemption renewal application has been completed and submitted.
- Programs
 - Children's and Teen's Programs
 - 1/21, 6 PM: Creation Station- Snow Much to Measure
 - Adult Programs
 - 1/2-3/3: Adult Winter Reading Challenge
 - 1/5 and 1/12: Medicare Enrollment Appointments
 - 1/12-1/17: Hygge Take-Home Kit
 - 1/15, 6:30 PM: On the Same Page- The Little Liar
 - 1/19-1/24: Virtual Sticker Mosaic

FINANCIAL REPORT OF THE TREASURER: (Kathy Betz)

Of note: WTPL's bank balances are healthy. November tax revenue has been received from WCSD. Interest income on WTPL's CDs and Money Market accounts is strong.

Ed Hozza moved to accept the Financial Report. Hope Stakes seconded and the motion was approved.

PRESENTATION/ACTION ON BILLS:

Ed Hozza made a motion to approve total December payments in the amount of \$20,650.77. (December Check Detail Report to be corrected to reflect this correct amount.) The motion was seconded by Tom Ernst and approved by the board.

COMMITTEE REPORTS/DISCUSSIONS:

BUILDING AND GROUNDS (Joan, Tom):

- Have not yet received updated pricing.
- Future board discussion will take place regarding library closure during construction.

PERSONNEL (Denise, Melissa, Ed):

- The Library Director's annual review will be conducted in March 2026.

BUDGET/FINANCE (Kathy, Joan, Dhara):

- Nothing to report.

COMPUTER/OPERATING (Dhara, Kathy):

- Computer monitor recently replaced.

POLICIES/BYLAWS (Denise, Ed, Melissa, Tom):

- Nothing to report.

MARKETING/FUNDRAISING (Denise, Hope)

- The Marketing Committee needs renderings and additional cost information to proceed. Denise Shaffer, Hope Stakes and Susan Bielucke met yesterday. They discussed a 1st Quarter 2026 Capital Campaign launch.
- The committee revisited the possibility of raising funds for the building upgrades via naming opportunities: children's library, computer lab, community room, study room.
- Phase 1: January-March will mark the "quiet phase" of the campaign: large donors will be solicited. Board members are encouraged to network with business owners.
- Phase 2: The official Capital Campaign kickoff will take place April 1st, which is "Library Giving Day". The committee will prepare a press release to generate public interest.
- Phase 3, during which smaller gifts are solicited, will take place after the kickoff. Periodic donation solicitations and updates will be disseminated.
- First year goal is \$500,000, including \$150,000 for the children's library, \$50,000 for the computer lab, \$30,000 for the study room and \$75,000 for the community room upgrades.

OLD BUSINESS:

- None.

NEW BUSINESS:

- None.

ADJOURNMENT : Motion to adjourn made by Ed Hozza. Seconded by Kathy Betz. The meeting adjourned at 7:46 p.m.

NEXT MEETING: February 12, 2026 at 6:30 p.m.

Respectfully Submitted,
Melissa Sassaman, Secretary