

Whitehall Township Public Library
3700 Mechanicsville Rd.
Whitehall, PA 18052
BOARD OF TRUSTEES MEETING - MINUTES
Tuesday, June 9, 2026

Vice President Dhara Dekhtawala called the meeting of the Whitehall Township Public Library Board of Trustees to order at 6:38 p.m..

Present:

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

Absent:

Denise Shaffer, President

MINUTES OF THE PREVIOUS MEETINGS:

Motion to accept May 14, 2026 regular board meeting minutes by Ed Hozza. The motion was seconded by Kathy Betz and approved by the board.

Motion to accept May 14, 2026 executive session minutes by Tom Ernst. The motion was seconded by Ed Hozza and approved by the board.

LIBRARY DIRECTOR'S REPORT:

- Financial
 - Fundraising
 - The Spring fundraising letter has yielded \$5,682 in donations to date.
 - The Spring Book Sale is set for June 26 and 27.
 - The Indoor Yard Sale is scheduled for August 21 and 22.
- Personnel
 - A 24-year veteran library staff member is retiring. Staff will recognize her at a retirement party July 12. Susan Bielucke has completed interviews and has begun conducting reference checks of candidates for the position.
- Programs
 - The Unearth a Story summer reading program will run June 13-August 1. The adults' finale is August 6 and the kids' finale is August 8.
 - Passport Dino Dig: Library patrons are eligible for raffle entries for each LCLC member library they visit this summer. They are eligible for entries into grand prize drawings when they visit 6 and all 12 LCLC libraries.
 - Community Passive Program: Dino Matching game in June, Where are you from? map game in July, Dino Sticker Mosaic in August.
 - Children's and Teen's Programs
 - 6/13, 1 PM: SRP Kickoff with Wildlands Conservancy
 - 6/16, 1:30 PM: Dino Stencil Bags
 - 6/17, 1:30 PM: Dino Feet Dig
 - 6/17, 6 PM: Creation Station- Worm Farms
 - 6/18, 1:30 PM: Dino Scavenger Hunt

- 6/20, 11 AM: Saturday Story Time
- 6/23, 3 PM: Dig It! Insect Fossils & Secrets Beneath Our Feet
- 6/23, 6 PM: Dinosaur Adventure Show
- 6/26, 9 AM: Floor Puzzles
- 7/8, 6 PM: Book Discussion- Dinosaurs Before Dark
- o Adult Programs
 - 6/18, 6:30 PM: Old Time True Crime
 - 7/1, 10:30 AM: Chair Yoga
 - 7/2, 6 PM: Colonial Craft
 - 7/6, 6 PM: The Declaration of Independence- Birth of a Nation

FINANCIAL REPORT OF THE TREASURER: (Kathy Betz)

Of note: Tax revenue and fundraising donations have been received.

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

PRESENTATION/ACTION ON BILLS:

Hope Stakes made a motion to approve total May payments in the amount of \$20,020.71. The motion was seconded by Ed Hozza and approved by the board.

COMMITTEE REPORTS/DISCUSSIONS:

BUILDING AND GROUNDS (Joan, Tom):

- Upgrades to the bathroom are behind schedule. Floor prep and tile installation are scheduled to be completed this week. Door installation is scheduled for next week. Delays are blamed on material shortages.
- Front desk and window demolition are scheduled for July 11.
- Shed repair work will begin June 17.
- Work on one of the HVAC units is complete. Quotes have been requested for replacement of two HVAC units and splits in the Community Room.

PERSONNEL (Denise, Melissa, Ed):

- After discussion, Ed Hozza made a motion to have the WTPL Board pay for the retirement party scheduled for July 12 at Olive Garden. Tom Ernst seconded and the motion passed.
- An end of summer party for WTPL staff and family members will be held August 9 at 2:30 PM.

BUDGET/FINANCE (Kathy, Joan, Dhara):

- The 2026-2027 Budget, with the inclusion of adjustments made per the May 14 Executive Session, was reviewed.

COMPUTER/OPERATING (Dhara, Kathy):

- Nothing to report.

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

- Nothing to report.

MARKETING/FUNDRAISING (Denise, Hope)

- The Board discussed the possibility of having a vinyl sign made for installation over the library marquee.
- The Board is considering having T-shirts made to advertise the fundraiser.

OLD BUSINESS:

- The Board providing library staff with nametags on lanyards.

- WCSD Board members will vote on 2026-2027 WTPL Board member appointments during its June meeting.

NEW BUSINESS:

- After discussion, Tom Ernst moved to allow the library to delay its opening to 12:30 PM on June 19 so the building can be used for a daycare graduation. Hope Stakes seconded and the Board approved the motion.

ADJOURNMENT : Motion to adjourn made by Ed Hozza. Seconded by Dhara Dekhtawala. The meeting adjourned at 7:58 PM.

NEXT MEETING: July 9, 2026 at 6:30 PM

Respectfully Submitted,
Melissa Sassaman, Secretary