



**WHITEHALL PUBLIC LIBRARY**  
**The Community resource for education, exploration, enrichment and enjoyment**  
**MINUTES OF THE BOARD OF TRUSTEES MEETING**  
**January 11, 2012**

The regular monthly meeting of the Whitehall Public Library Board of Trustees was called to order by President Russell Walker at 7:00 p.m. Trustees in attendance were Debby Recker, Elizabeth Mahoney, and Damien Schorr. Others in attendance included, Library Director, Paula Kelly, Council representative Phil Lahr and library volunteer Harold Ohm.

**Public Input:** Mr. Ohm's name was selected by the Nominating Committee as a potential board member. The Board invited Mr. Ohm for an opportunity for other board members to meet and discuss with him his past library service. Years ago, Mr. Ohm served as a library trustee and much of the discussion centered on the building expansion project during his terms of service (Children's Library addition). Mr. Ohm also explained some of the volunteer projects with which he is involved.

**Agenda:** After discussion of a new format for the consent agenda, the Director's Report was removed from the consent agenda. The Agenda was approved unanimously.

**Financial Information:** Director Paula Kelly defined the increases in unbudgeted income for the 2011 budget year, and explained how those increases benefited the library. Unbudgeted income was spent additional collection purchases, the purchase of eReaders and a Children's Library iPad, customized library bags for school deliveries, customized staff shirts, and the LEARN Bus video project. Additional donation money from 2011 was carried forward to 2012 to fund improvements to the library's lobby entrance. The financial report consisting of a two year income statement, the balance sheet and a 2011 income statement was approved unanimously.

**Consent Agenda:** The Consent Agenda consisting of the bill list and minutes of the previous meeting was approved by consent.

**Circulation Report:** The circulation report is monthly data comparing circulation, eContent circulation, computer use, library card registration, and library visits from 2009 to the present.

*Please see circulation and monthly statistics reports for complete listing of all circulated items and monthly statistics*

**Board Education:** President, Russ Walker presented an outline of the governance section from **Getting on Board**, a 2012 manual issued from the office of Commonwealth Libraries for the purpose of board education and training. Mr. Walker highlighted some of the best practices that Whitehall Public Library currently employs, and made suggestions for further improving current board operations. Director, Paula Kelly, presented a segment from the DVD included with the manual on **Planning and Meeting**. A short discussion followed. Board Education will be a monthly addition to the trustee meetings.

**Unfinished Business:** The subject of the structure of the 2012 board was discussed and how the succession of new trustees would be developed. It was decided that a pool of qualified potential trustees will be consistently and proactively developed through a variety of methods, and will remain an ongoing initiative.

**New Business:** Director, Paula Kelly, explained recent changes in staffing as of January 2012. Kristin Rama, Children's Librarian, accepted the position of Youth Services Coordinator with ACLA, the Allegheny County Library Association. Denise Ignasky, formerly the Adult Services Coordinator, accepted the position of Children and Youth Services Librarian, as she will be receiving her MLIS degree in 2012. Debby Rampolla, former Circulation Desk Manager, accepted the position of Adult Services Coordinator.

Meetings are ongoing with Friends Trustee, Ms. Alfie Chico, on developing a quilt in honor of Whitehall Public Library's 50<sup>th</sup> anniversary celebration in 2013. Commemorative books stitched on the quilt will be 'auctioned' as a library fundraiser.

The Strategic Plan committee reported that the three year strategic plan rough draft is near completion. The final copy is anticipated for the board's review at the February 2012 meeting.

The Board met in executive session.

The meeting was adjourned at approximately 8:40 pm.

**Announcements:**

- Next Board Meeting – February 8, 2012, 7:00pm in the WPL Second Chapter Cafe.
- LAC Meeting January 12, 2012 10:00 am CLP East Liberty
- ACLA South Region Meeting January 31, 2012 10:00am, Whitehall Public Library

Respectfully submitted,

Russell D. Walker