Whitehall Public Library Board Meeting Minutes

June 8, 2022

Called to order at 7:00 p.m. in the Community Room.

Present: Marilyn Kail, Mary Rose Chasler, Sandhya Adhikari, Jason Holliday, Liz Tuttle, Tara Abbott, Katie Kinnamon, Kathy DePuy (Borough Council Representative)
Absent: Paula Kelly (Library Director).

Paula’s absence was due to a scheduling conflict; she attended a BWSD school board meeting where the school library card MOU was on the agenda. Her presence (along with representation from Baldwin Library) was requested by the superintendent.

June 2022 Board Meeting Agenda – approved with amendment that Sandhya is attending the next Council meeting instead of Tara.

May 2022 Minutes, June 2022 Financial Reports, June 2022 Bill List approved unanimously.

May 2022 Director’s Report was unanimously approved. Highlights – Katie informed the Board that Paula coordinated a BBW Chamber of Commerce luncheon presentation highlighting BCAP’s involvement with and various contributions to the community.

Old Business:

- Strategic Planning Committee Updates:
  - The committee is currently scheduling focus groups with community partners (BCAP, SHIM, etc.) to be conducted during the month of July.
  - The committee continues to contemplate forming a sub-committee to focus on partnering with the local school district and teachers.
  - Preliminary results of the community survey
    - Data is still being processed/analyzed

- 2022 Friends’ Annual Campaign updates:
  - $33,000.00 has been raised as of today’s date.
    - Proposed fundraisers were discussed as well as the committee’s plan to focus on micro donations in September.

- Policy Reviews and Updates:
  - Records Retention – policy will be amended pending review of solicitor comments.
  - Social Media – pending further review.
  - Unattended Children – amend pending further review.
  - Whistleblower – amend pending further review.

- New Business:
  - Nomination Committee
    - Two prior Board candidates will be contacted to determine their interest in the upcoming vacant Board seat. The position will also be posted to the general public.
Interviews will tentatively be scheduled in October with the selected candidate to be presented for Board/Council approval starting in November.

The committee is also preparing an onboarding checklist for future Board members.

Announcements:

- Next Board Meeting – July 13, 2022, at 7:00 p.m.; Mary Rose will be absent.
- LAC Meeting – June 9, 2022, at 10:00 a.m. (virtual)
- Whitehall Borough Council Meeting – June 15, 2022, at 7:00 p.m. (Sandiya will attend).

Regular Session Adjourned: 8:03 p.m.

Executive Session: N/A

Meeting Adjourned: 8:03 p.m.