May 11, 2022

Called to order at 7:03 p.m. in the Community Room.

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

May 2022 Board Meeting Agenda, April 2022 Minutes, May 2022 Financial Reports, May 2022 Bill List, approved unanimously.

April 2022 Director’s Report was unanimously approved. Not mentioned in the Director’s Report but noted--Paula and Denise Ignasky met with Baldwin High School’s librarian and Baldwin Borough Library Director and Children’s Librarian for a preliminary conversation regarding a Library/School District partnership whereby BHS students receive public library cards via homerooms. Paula will contact Dr. Lutz to request a future meeting. This has been piloted with three other ACLA libraries with several additional libraries in the process.

Old Business:

- Strategic Planning Committee Updates:
  - Next Strategic Planning Committee meeting is scheduled for May 24, 2022, at 6 p.m.
    - Final tally of responses to the community survey – approx. 900.
  - 2022 Friends’ Annual Campaign updates:
    - To date, the campaign has netted approximately $26,000.00 with fundraising goal of $30,000.00.
      - The Fundraising Committee will send a second appeal to previous donors who haven’t donated to this year’s campaign. The appeal will be in the form of a testimonial letter from a patron.
- Policy Reviews and Updates:
  - Records Retention – pending review; borough solicitor will review prior to Board vote.
  - Social Media – pending review of the Borough’s social media policy.
  - Unattended Children – changes were suggested, and revisions will be reviewed at next meeting prior to a vote.
New Business:
- Office of Commonwealth Library (OCL) Standards
  - WPL will open one (1) additional on Saturday in order to follow OCL Standards, beginning in June.
- Employee Handbook Review
  - An HR professional working with the Shared Services project reviewed the WPL Employee Handbook. The Board will begin reviewing the Handbook with the suggested changes during upcoming meetings.
- Susan M. Gilbert / Library Quiet Study Area
  - A local artist will create a mural in the space behind the nonfiction stacks. The space will be dedicated to the memory of Susan Gilbert.
- Discussion about book donations
  - WPL is not currently accepting donations due to lack of storage space. Our on-site storage is currently being used to store pool-related items while the new pool is under construction.
- Nomination Committee will begin the search for a new board member during the upcoming months.

Announcements:
- Kathy DePuy (Borough Council Representative) informed the Board that Council is working on new communication policies and that the use allocated funds for the renovation of certain Borough parks was recently approved.
- Next Board Meeting – June 8, 2022, at 7:00 p.m.
- LAC Meeting – May 12, 2022, at 10:00 a.m.
- Whitehall Borough Council Meeting – May 18, 2022, at 7:00 p.m. (Mary Rose Chasler will attend).

Meeting Adjourned: 8:14 p.m.