

**WESTERN POCONO COMMUNITY LIBRARY
BOARD OF TRUSTEE'S MEETING**

February 10, 2026

CALL MEETING TO ORDER:

- Board President Jennifer Pandolfo called the meeting to order at 3:43 p.m.

WELCOME to GUESTS:

- None.

ROLL CALL: PRESENT: Jennifer Pandolfo, Robert Reeder, Judi Leiding, Karen Catina, Luanne Freeman, Patti Weiss and Shereen Eckhart

ABSENT: Nancy Gehr

PUBLIC COMMENT:

- None.

PRESIDENT:

- No report.

MINUTES:

- Motion made by Judi Leiding, to approve the minutes of January 12, 2026; seconded by Karen Catina; motion carried by unanimous vote.

CONSENT AGENDA:

- The consent agenda included the following agenda items:
 - Correspondence
 - No report.
 - Calendar
 - February 2026 calendars were included with the agenda packet.
 - State Library/PaLA
 - No Report.
 - Easton District Center
 - No Report.
 - Public Libraries of Monroe County
 - No Report.
 - Pleasant Valley School District
 - No Report.
 - Chestnuthill Township
 - No Report.
 - Literacy
 - No Report.
 - History Room
 - No Report.

CONSENT AGENDA (continued):

- E-Rate
 - No Report.
 - Personnel
 - Roger, our morning custodian, is no longer with the library. We will not be replacing him at this time.
 - Friends of the Library/Volunteers
 - No Report.
 - Fundraising
 - No Report.
 - Foundations/Grants
 - No Report.
 - Public Relations
 - No Report.
 - Staff Luncheon
 - The library will be closed March 30th for Staff Development on ICE and Law Enforcement response for libraries.
- Motion made by Robert Reeder, to approve the consent agenda as presented, with the additional comments as noted; seconded by Karen Catina; motion carried by unanimous vote.

DIRECTOR'S REPORT:

- Verbally given.
- Statistics for the start of the year were shared with the trustees.
- Patti will be part of two different PaLA committees: Membership and PA Forward Training.
- The Director of the Bureau of Library Development (part of the Office of Commonwealth Libraries and the Department of Education) Heather Sharpe, will be visiting our library on Tuesday, March 31.
- The reviewing of policies and procedures will continue moving forward and some may need immediate approval – these would be emailed to the trustees if necessary.
- Important dates in March to be aware of: 5th = Family Resource Night; 6th = Patti at the Career EXPO at Stroudsburg High School; 16th = Paranormal person doing a lecture about interesting findings in the Lehigh Valley; 21st = Patti attending the Eagle Scout Court of Honor for the young lady who did the musical instruments out near the gardens; 30th = closed for staff development on ICE training; 31st = Heather Sharpe visit.

TREASURER'S REPORT:

- Un-audited Financials as of January 31, 2026 were included with the agenda packet.
- One of our Certificates of Deposit at ESSA Bank (CD # 2 on the Balance Sheet) will mature on February 27, 2026. We have 10-days from that point to let the bank know what we would like to do with that CD. The current interest rate is 3.21% with a yield of 3.25% APY.
 - Luanne let the Board know that First Northern Bank & Trust currently has a 9-month fixed term CD with an interest rate of 3.8%.
 - Motion made by Robert Reeder, to take the money from the CD that is maturing at ESSA and use it to open the 9-month CD at First Northern Bank & Trust; seconded by Judi Leiding; motion carried by unanimous vote.
- Our new slate of officers and Patti has signed all bank paperwork.

OLD BUSINESS:

- **WISH LIST PROJECT UPDATES:**
 - No report.
- **TUITION REIMBURSEMENT:**
 - The final bill for Jessie's tuition has been paid.
- **ROCK BED REPAIR:**
 - No report.
- **LOWER LEVEL EXTERIOR EXIT DOOR:**
 - This project won't start until the pavilion is finished.
- **PAYROLL COMPANY:**
 - No report at this time.
- **PAVILION:**
 - Mr. Pierce is looking at the 3rd week in March to begin the rebuild. He will be having materials delivered to the library the first week in March. Obviously, this is weather-dependent.
 - Bob asked for an insurance update – Patti has no insurance update at this time.
- **PAYPAL ACCOUNT:**
 - Donations are still coming into the PayPal Account.

NEW BUSINESS:

- **BOARD VACANCY:**
 - The Board was given a list of candidates for consideration.
 - After careful consideration, the decision was made to meet with Timothy, Kelsey and Steven at 3:30 p.m. on Tuesday, February 24.
- **PA FORWARD REVIEW:**
 - Explanation and overview of Pa Forward - WPCL is a Gold Star Library.

NEXT MEETING: Tuesday, March 10, 2026 at 3:30 p.m.

ADJOURNMENT: Motion made by Robert Reeder, to adjourn the meeting at 4:30 p.m.; seconded by Karen Catina; meeting adjourned.

Respectfully submitted,

Shereen L. Eckhart

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Business Manager