

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

July 7, 2026

CALL MEETING TO ORDER:

- Board President Jennifer Pandolfo called the meeting to order at 3:31 p.m.

WELCOME to GUESTS:

- Brittany Competiello, FOL representative.

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

PUBLIC COMMENT:

- None.

PRESIDENT:

- No comments.

MINUTES:

- Motion made by Judi Leiding, to approve the minutes of June 9, 2026; seconded by Karen Catina; motion carried by unanimous vote.

CONSENT AGENDA:

- The consent agenda included the following agenda items:
 - Correspondence
 - Notes received with some of the memorial donations for Carol Kern.
 - Calendar
 - July 2026 calendars – included with agenda packet.
 - State Library/PaLA
 - No report at this time.
 - Easton District Center
 - No report at this time.
 - Public Libraries of Monroe County
 - No Report.
 - Pleasant Valley School District
 - No Report.
 - Chestnuthill Township
 - The next meeting between the township and Mr. Pierce is Monday, July 13. Mr. Pierce is bringing his engineers to discuss the solution that they've come up with.
 - Literacy
 - Currently we have two students and three tutors who are very good, and another two tutors that will help if needed. One or two of our tutors are not happy with tutoring in the lower level so they use the Café instead.

CONSENT AGENDA (*continued*):

- History Room
 - No Report.
 - E-Rate
 - No Report.
 - Personnel
 - No Report.
 - Friends of the Library/Volunteers
 - The FOL has been approved for their bank account at Union Bank (a bank with no minimum balance requirements). This will allow them to move forward with PayPal accounts and the Small Games of Chance license.
 - The FOL will have a concession stand at the night programs for the Summer Reading Program. Donations have been received from Kinsley's, Weis and BJs. They made \$113 in sales and \$23 in donations.
 - Fundraising
 - Red Robin fundraiser didn't go as well as last year, but it still brought in a little over \$160 to the Friends group. Next time we might try a different place.
 - Foundations/Grants
 - No report at this time.
 - Public Relations
 - No report at this time.
 - Staff Development/Luncheon
 - No report.
- Motion made by Karen Catina, to approve the consent agenda as presented, with the additional comments as noted; seconded by Timothy Hatcher; motion carried by unanimous vote.

DIRECTOR'S REPORT (*verbally given*):

- Patti gave the trustees a statistics report for the first and second quarters of 2026.
- WPCL was represented at two big community events: The West End Fireman's Festival at the end of May and the America 250th celebration this past weekend. More help is needed at these events in the future.
- Notary service is going well.
- Since government funds in excess of \$25,000 are being used for the outside lockers, Patti had to do an RFP (Request for Proposal) which resulted in five other companies submitting bids for this project.

TREASURER'S REPORT:

- Unaudited Financials as of June 30, 2026 - included with the agenda.

OLD BUSINESS:

- **WISH LIST PROJECT UPDATES:**
 - No report.
- **TUITION REIMBURSEMENT:**
 - No report at this time.
- **ROCK BED REPAIR:**
 - No report at this time.
- **LOWER LEVEL EXTERIOR EXIT DOOR:**
 - No report at this time.
- **PAYROLL COMPANY:**
 - No report at this time.
- **PAVILION:**
 - No report at this time.
- **PAYPAL ACCOUNT:**
 - Some donations in memory of Carol have come in through the PayPal account, especially from those who are not local but want to donate.
- **POLICY REVIEW:**
 - Nothing at this time.

NEW BUSINESS:

- **CAROL H. KERN MEMORIAL:**
 - Patti met with Carol's daughter Karyn to discuss some ideas the family had for the donation money received to honor Carol's memory.
 - One idea was to have "Carol's Corner" in the children's area of the library. A place that would have some of Carol's favorite things – building blocks, a large teddy bear, etc. There would be a plaque and/or a portrait near that area as well.
 - Another idea was to create the Carol H. Kern Memorial Scholarship for a student from Pleasant Valley who is going to further their education in something like astronomy or physics. Patti and Karyn will continue to discuss this.
 - Carmela suggested a nice portrait (possibly the one from the obituary) to be placed above the plaque in the front of the building honoring her years of service to the community.
 - Two employees (one past, one present) would like to donate an actual item in memory of Carol as opposed to a monetary donation.
 - One suggestion was a flag, but our flagpole is in need of repair/replacement.
 - Their other suggestion was getting a bench to sit out front with a sign or engraving saying "in memory of Carol H. Kern."
 - The board of trustees said yes to the donation of a bench out front.

NEW BUSINESS (continued):

- **ENDOWMENT:**

- When receiving the grant from the ESSA Legacy Fund, the possibility of opening an endowment came up that could result in a 5% check every year to WPCL; which could be used for the Carol H. Kern Memorial Scholarship.
- Due to questions being asked; Patti offered to have the representative from the ESSA Legacy Fund attend a future board meeting to share information on this.
- Endowment possibilities to look into and get information from include: Morgan Stanley, Fidelity, UEC and ESSA

NEXT MEETING: Tuesday, August 18, 2026, at 3:30 p.m.

ADJOURNMENT: Motion made by Judi Leiding, to adjourn the meeting at 4:11 p.m.; seconded by Timothy Hatcher; meeting adjourned.

Respectfully submitted,

Shereen L. Eckhart

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Business Manager