

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

September 8, 2026

CALL MEETING TO ORDER:

- Board President Jennifer Pandolfo called the meeting to order at 3:35 p.m.

WELCOME to GUESTS:

- Kelsey Benedetto, FOL representative.
- Erin Morrow, Easton District Consultant

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

ABSENT: Luanne Freeman

PUBLIC COMMENT:

- None.

PRESIDENT:

- No comments.

MINUTES:

- Motion made by Karen Catina, to approve the minutes of August 18, 2026; seconded by Judi Leiding; motion carried by unanimous vote.

CONSENT AGENDA:

- The consent agenda included the following agenda items:
 - Correspondence
 - None.
 - Calendar
 - September calendar – included with August packet.
 - State Library/PaLA
 - Ashley, Jessie, and Patti will be attending the PaLA Annual Conference this year, which is in Harrisburg from October 4th through the 7th.
 - Easton District Center
 - Erin reported that in the district budget this year they put a bunch more money towards e-materials in Overdrive (Libby), so she has been putting together carts of things for that. She is looking to spend \$2,500-\$3,000 a month on e-books and audiobooks on that platform for everyone to share.
 - Public Libraries of Monroe County
 - No Report.
 - Pleasant Valley School District
 - No Report.

CONSENT AGENDA (continued):

- Chestnuthill Township
 - Patti received an email from Richard Pierce this morning telling her that the building inspector called him this morning and canceled the inspection that was supposed to happen today. The words that the building inspector left on Mr. Pierce's voicemail were "I'll do it sometime next week."
 - Patti asked Bob if he had any other update and he said he had no other update other than there is friction between Todd, from the inspection company, and Richard Pierce.
 - Bob also reported that Richard Pierce was sending the secretary over to pick up the plans and to make arrangements for the inspection. That was a week ago and the inspection was scheduled for today and then the inspection company canceled.
 - The library is caught in the middle of all of this, but we anticipate it being done.
- Literacy
 - Nancy reported that things are the same as last month. Four students (3 for ESL and one for reading help) and four tutors.
- History Room
 - No Report.
- E-Rate
 - No Report.
- Personnel
 - No Report.
- Friends of the Library/Volunteers
 - Kelsey reported that the mini-golf event must be changed to a different date due to a large event at the school. Before a date can be decided, we have to look into other community events such as craft shows, etc.
 - The Ice Cream Social went okay, bringing in approximately \$200. There is a lot of ice cream left over.
 - A rummage sale is being considered for near Christmas but is not officially scheduled yet.
- Fundraising
 - We will be hosting the Beer, Wine and Books Festival this year. Patti has sent out applications to all vendors from last year and a few others. She has received two applications back with their checks to hold their spot. The Friends of the Library will be assisting in this venture this year. Applications for breweries, etc. are available if anyone wants to help. We had 12 vendors last year.
- Foundations/Grants
 - Patti received the Procedures Agreement from Monroe County Industrial Development Authority to review. This puts us one step closer to being able to request reimbursement. Signatures will be needed before this can be submitted. This is for the LSA grant for Remote Lockers that we hope to have placed out front by the end of the year.
- Public Relations
 - No report.

CONSENT AGENDA (*continued*):

- Staff Development/Luncheon
 - No report.
- Motion made by Tim Hatcher, to approve the consent agenda as presented, with the additional comments as noted; seconded by Nancy Gehr; motion carried by unanimous vote.

DIRECTOR'S REPORT (*given verbally*):

- In August, we did take a little bit of a break from our programming to recoup from Summer Reading, but the numbers still look pretty good.
- Statistics were given on circulation, reference questions, phone calls and programs.
- Patti sent Jessie to the "Back to School" events at Pleasant Valley. She has a couple more to do also, but she did a couple already.
- Our card holders have increased: In July, Jessie went to an event that contributed to our 100 new card holders. In the month of August, we had 132 new card holders; and in the first six business days of September, we had 17 new card holders.
- Patti has a new project that she's working on. She is trying to get a social worker to have office hours in the library to help with some of the needs of our patrons. We can give out papers and show them the resources on the wall, but it doesn't always help them with what they need. She's reached out to the Department of Sociology, Social Work and Criminal Justice at ESU for help with this. They gave her a packet to read. There's a lot to be able to be someone who brings an intern in, but hopefully we get someone to do some hours here and there. They require 200 hours a semester, so it would benefit us. Patti still doesn't have anything hammered out yet so that's something coming down.
- Concerning grants, Patti will be applying for 2 to 3 smaller grants a month in hopes of getting grants that will cover programs we already do. This way that money could be put into operating expenses since it is next to impossible to find a grant to cover operating expenses. She has two that are currently being reviewed right now, and if you know of any other organizations that are offering grants for either operational expenses or for programs, please pass that information on to Patti.

TREASURER'S REPORT:

- Unaudited Financials as of August 31, 2026 - included with the agenda.

OLD BUSINESS:

- ***WISH LIST PROJECT UPDATES:***
 - No report.
- ***TUITION REIMBURSEMENT:***
 - No report.
- ***ROCK BED REPAIR:***
 - No report.
- ***LOWER LEVEL EXTERIOR EXIT DOOR:***
 - No report.
- ***PAYROLL COMPANY:***
 - No report.
- ***PAVILION:***
 - See Chestnuthill Township report.

OLD BUSINESS (continued):

- **PAYPAL ACCOUNT:**
 - No report.
- **POLICY REVIEW:**
 - No report.
- **PROPERTY SALE:**
 - As reported last month, Zach Wilson approached Patti concerning purchasing the property behind their house that the library currently owns. Discussion was tabled until we had a full board present to discuss it.
 - Options discussed today included: selling vs. leasing and how much property it would entail; maintaining of the front and back lots as they are currently doing as a courtesy.
 - Options discussed if leasing the property; insurance needed, proposed use of the property since we believe it to be listed as 'green space,' if he is in fact using it as a horse pasture, how many horses does he plan to have, do we have to 'split' the property if only leasing it, how long of a lease (5-years?), what stipulations can the library impose.
 - Motion made by Robert Reeder, to consider leasing the property to Zach Wilson based on a visual review of the property and information obtained from Chestnuthill Township; seconded by Judi Leiding; motion carried by unanimous vote.

NEW BUSINESS:

- **SOAKED WINERY:**
 - Located on the other side of the Blue Mountain
 - Does not do visitations or come out to events but will give us 10% of all of their sales from wine, any other alcohol and their food and 100% of the money placed in a donation basket from a Thursday through a Sunday.
 - There's nothing that we really need to do other than advertise.
 - Patti will reach out to them and see which weekend is open and then let everyone know when that is.

NEXT MEETING: Tuesday, October 13, 2026, at 3:30 p.m.

ADJOURNMENT: Motion made by Karen Catina, to adjourn the meeting at 4:10 p.m.; seconded by Nancy Gehr; meeting adjourned.

Respectfully submitted,

Shereen L. Eckhart

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Business Manager