

**Muhlenberg Community Library  
Board of Trustees Meeting Minutes  
July 11, 2022**

**Call to Order:** President Linda Roebuck called the meeting to order at 4:33 p.m.

**Attendees:** Kathy Felker, Diane Benson, Linda Roebuck, Lori Madara.

**Absent:** Karen Schreiber, Terry Heckman, Jenn Koch, Concepcion De Los Santos, Norma Rutt.

**Also Present:** Eileen Simms, Interim Director (via telephone), Melissa Carroll, Youth Services Director and Christie Brown, guest.

**Consent Agenda:** The June Minutes and Library Report will be voted on in September.

**Treasurer's Report:** Was filed for audit.

**Correspondence:** The donation thank you letters are being sent out.

**Library Director's Report:**

Library Business

- We renewed our annual service contract with Essig Plumbing and Heating which was \$1,225.00. They came out to inspect the air conditioning units and found that the motor blades on the older unit (one over the teen room) needed replacing. The cost was \$1,943.00.
- We received an annual contribution from the Lions Club of Muhlenberg of 1,000.00.
- We received the second payment of \$3,000.00 from Laureldale Borough.

Fundraising

- We sold 43 out of 45 tickets for our July 5th Nellie Walter Psychic Medium event. So, we netted \$625 rather than the \$675 if we had sold all the tickets. We have also sold some tickets to the Sept & Oct events already.
- Harvest Craft Fair vendor spaces are still available.

Programming

- Included Steam Saturdays, movie nights for different age groups, story times, and Summer Quest activities.

-Literacy Luau funded by a grant from the Berks County Community Foundation. The grant was awarded to us last year but earmarked for 2022 programming. There was Hawaiian food and the dancers demonstrated about 7 different dances. The audience was able to participate. There was about 67 in attendance. It was a fabulous program.

-There will be a Sherlock Holmes night coming up, led by a man from the book club.

**Personnel:** No changes. Linda suggested that Colton Friedersdorf be considered to fill in hours during his college breaks if he's interested.

**System Meeting:** August 17<sup>th</sup> is the next meeting.

**Old Business:**

Fundraising –

Melissa Carroll will take over the Nellie Walter events beginning in 2023.

Holiday Trail for Lights Tour - Kick off the holiday season by joining in the fun of riding around Muhlenberg Township to see the holiday lights while supporting the Muhlenberg Community Library and the Muhlenberg Arts Board. This joint fundraising event will be held on Saturday, Dec. 10<sup>th</sup> from 5:30 to 8:30PM. A drive-by tour has been arranged featuring 5 homes in the Muhlenberg area with amazing exterior light displays. Each stop will have something special to see and you must show your ticket to be a part of the fun. There will be bonus stops as well, that may include refreshments, a visit from Santa, etc. Make a donation to the Muhlenberg Food Pantry at Good Shepherd's Church and receive a new/gently used children's book as a thank you (optional stop). To add to the fun there will be a poker run as you visit the homes along the route. You will be able to pick a card at each stop, best 5 card poker hand will win \$100 in PA scratch off lottery tickets. So pack your car with family and friends and get into the holiday spirit. This is a family friendly event. Decorated cars/ holiday outfits are encouraged. Tickets will be on sale beginning Nov. 1 at the Muhlenberg Community Library and the Township Building at the cost of \$25/ vehicle. You will pick up the list of homes to visit at the Library on Saturday, Dec. 10 beginning at 5:30PM. This is a self-paced event, so everyone does not have to start at 5:30PM. The Library will also have raffle baskets on display before the event if you happen to want to take a chance on some great prizes.

National Night Out – is August 2, 2022 from 6:00-8:00 PM. The Library will have a table set up to hand out information about our Library and also some giveaways for the kids. Melissa will get things together to hand out.

Phone/Computer System – Windstream will end our contract on 8/31/22. Linda has been in touch with Verizon and Xfinity. There is a Federal program that our Library could qualify for. It's called E-rate. Linda will fill out the paperwork.

Summer Quest will wrap up on August 13<sup>th</sup> with a carnival to be held at the Library and the outside grounds. They will sell hot dogs and other items for a small fee. It will be held from 10:00-3:00.

Linda is trying to think of a way to use up our funnel cake mixture that we have.

Employee Handbook – board to review.

**New Business:** The children's holiday party will also be held on Saturday, December 10, 2022.

**Adjournment:** The meeting adjourned at 5:20 p.m.

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**Dates to Remember:**

\*\*\* No August meeting

Next Meeting

**Monday, September 12, 2022 at 4:30 p.m.**