

Bethel-Tulpehocken Public Library Board of Trustee
Minutes of the 12th of August 2019 Meeting

In attendance, Board Members, Mike Najarian, Paul Stauffer, Michelle Hummer, Nancy Guida, Brian Haag, Dean Klopp, and Trish Stauffer.

In attendance from the library were: Betsy Kreider and Annie Jay
Township Supervisor: Jacob Meyer

Meeting was called to order at 6:06 pm. Dean Klopp made a motion to approve the minutes from July. Trish Stauffer second the motion and it was approved by voice vote.

Mike Najarian made the motion to approve all the vendor checks and payroll electronic fund transfers from 7/1/2019 through 7/31/2019. In the amounts of \$ 8,988.87 for payroll, and \$ 1,671.54 for vendors, totaling \$ 10,660.41. Nancy Guida seconded the motion and it was approved by voice vote.

Paul Stauffer made a motion to swipe from one bank account to the other to protect from bank fees. Paul will make the papers available for Kaitlin to sign so this can happen. Mike Najarian seconded the motion for the swipe and the papers filled out so this doesn't happen anymore. It was approved by voice vote.

Betsy gave a report on the Summer Space Reading Program. She said that the attendance was anywhere from 60 – 100 people every Tuesday. The carnival was a big success with more people in attendance this year.

Mike brought it to the board's attention that the state rejected our request for an extension on the funds for the renovation plans. Mike also noted the there was a new bill from Kip (Nest Architecture, Inc.) for the amount of \$3,300.00. There is also a bill for the Work Authorization Fee for \$7,500.00. For a total amount of \$10,800.00 payable now.

Paul along with several board members feel that Kip has not done what was asked of him on the plans. Mike was going to contact Kip and request that he comes to the next board meeting to discuss the bills. Paul made a motion that the bills not be paid till we met with Kip. Trish seconded the motion and it was approved by voice vote.

Our guest speaker Rick Blain a consultant from a fundraising firm presented his ideas to the board on what his firm does. He explain what a Capital Campaign was and the parts of it. Mr. Blain also explained the 3 Phases of the plan in detail.

1. Organization of Leadership: board members and non-board members.
2. Face to Face Meetings: Met with people to explain what we are doing and ask them for pledges. It's important to raise more than 50% of the funds doing this.
3. Public: Group meetings, Social media, emails, flyers, etc.

Mr. Blain then explain what a Feasibility Study was and how it would help us with fundraising. It would take about 10 -12 weeks to complete one for us if we hired them. They would met with people face to face or by telephone on behalf of the library.

They would find out things like:

- a) Their relationship with the library
- b) How they feel about the library
- c) How much are they will to pledge to help with the fundraising

Through this study we will be able to see if raising the 1.7 million is feasible or not. The cost for this is \$25,000.00.

Michelle Hummer made the motion to hire Rick Blain to do the Feasibility Study. Trish seconded the motion. It was then approved by voice vote.

New business: It was mentioned that Amy Rush was discussing that the library's charge a fee for anymore that is outside the Berks county area that uses the libraries. It would be a cost of \$40.00 per person. Mike said he doesn't think this would be applied but we will wait to see what happens in the other libraries.

Motion to adjourn the meeting was made by Nancy Guida, seconded by Brian Haag and it was approved by voice vote. Meeting was adjourned at 7:54 pm.

Respectfully submitted,

Michelle Hummer, Secretary