

Bethel-Tulpehocken Public Library
8601 Lancaster Avenue
Bethel, PA 19507
(717)933-4060

Minutes of the Board of Trustees Meeting for December 9th, 2021

In Attendance: Mike Najarian, Nancy Guida, Betsy Kreider (co-library director), Paul Stauffer, Dora Rodgers, Linda Wilcox, Jake Meyer (township supervisor)

The meeting was called to order at 7:15pm with a quorum represented.

Secretary's Report:

Minutes of the November meeting minutes were approved (Paul/Linda) voice vote, motion carried.

Expenditure Report:

Expenditures to vendors of \$5,858.67 and Payroll of \$8,334.23 for a total of \$14,192.90 for the month of November. (Mike/Nancy) voice vote, motion carried. (see attached)

Library Director's Report:

1. There was discussion on the 2022 budget and Kaitlin had made the suggestion that we start with the 2021 budget for now. (Mike/Nancy) voice vote, motion carried.
2. The cooperative purchasing agreement was discussed and motion was made by Paul and seconded by Linda to allocate the amount of \$12,500 for the agreement. voice vote, motion carried.
3. The board should look at payroll and collection money in January 2022.
4. It was reported that the library received a \$5,000.00 donation from the Kurr Foundation.
 - a. We should remember to apply for the donation no later than September 2022.
5. All library policies were discussed and there were no new changes to be reported.
6. Betsy reported that Camo Daphne and all the other activities for Daphne were well attended and the library community came out to celebrate Daphne's 40 years of service to the library.
7. The gingerbread house activity was well attended with about 68 houses sold.
 - a. The library had also set up a giving tree during that event.
8. At the staff meeting in December and there was discussion on having a holiday party in January for the staff.
9. The "Waiver of Standards" was discussed with a question on dates. (Mike/Paul) motion carried. Waiver was signed.
10. Elections of the Board of Trustees should be held in January 2022.

President's Report:

1. Mike reported that he has spoken to the fundraising person to see if we can get started on planning how to get more monies for the library.
2. Paul had questioned the possibility of a new scenario of how the board would go forward if Kaitlin decided not to stay on.
3. The evaluation of library co-directors will take place in January 2022.
 - a. Paul will send out evaluations for the staff to submit.
 - b. The board approved a \$1.75 increase per hour for library co-directors to take affect after their evaluations are complete. (Mike/Paul) voice vote, motion carried.

4. The board approved giving Kaitlin the ability to give Katie Haag a raise of up To \$12.00 per hour if she sees fit. (Paul/Linda) voice vote, motion carried.
 - a. this would be affective before the end of the year.
5. The board was in agreement that we should schedule a yearly service contract with Martin Water Conditioning (for water), Strom Heating (for heating system), and Countryside Propane (to check when tank should be filled) (Paul/Dora) voice vote, motion carried to have these done yearly.

The meeting was adjourned at 8:45pm. (Nancy/Paul)

Next regularly scheduled Meeting: Thursday, January 13th, 2022 starting at 7:00pm.

Respectfully submitted: Nancy Guida