

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

Minutes of the Board of Trustees Meeting for October 13th, 2021

In Attendance: Mike Najarian, Nancy Guida, Betsy Kreider (co-library director), Paul Stauffer, Jennifer Schmehl, Dora Rodgers, Linda Wilcox

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

Secretary's Report:

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

Expenditure Report:

Expenditures to vendors of \$5,905.77 and Payroll of \$6,285.57 for a total of \$12,191.34 for the month of September. (Mike/Paul) voice vote, motion carried. (see attached)

1. Note: Katie Haag started at \$9.00 /hour

Library Director's Report:

1. The installation of the new HVAC system has begun and the staff cleared out the area. Betsy is project managing.
 - a. Board members are encouraged to attend the next township meeting to see that the township hires a project manager to be in charge.
2. Staff Update:
 - a. Daphne will return on October 24th, Bethany is now working more hours and Katie is doing a great job.
3. September Program Highlights:
 - a. Kelee is doing a Healthy Kids Club that will meet monthly (there were 35 attendees the first day)
 - b. Betsy hosted Little Swatara Preschool.
 - c. Storytime, Book Club and Best Sellers & Baked Goods are all going well.
4. Kaitlin has asked the Board to consider extending the library hours beginning November 1st making the library open 47 hours per week. (Required minimum is 45 hours) the hours would be as follows: Mike made the motion to extend hours as of now and Linda seconded it. Voice vote and motioned carried.
 - a. Monday, Tuesday, Thursday 9:30am to 8:00pm
 - b. Friday 9:30am to 6:00pm
 - c. Saturday 9:30am to 1:30pm
 - d. Sunday 1:00pm to 4:00pm
5. Apple Dumpling sale was successful with almost 200 dumplings sold.
6. Kaitlin suggested that we think of doing an annual ask letter soon.
7. The library will have a Halloween party on October 25th from 6pm to 8pm. Board members are invited.
7. The total item circulation for September 2021 was 7,190. The total computer usage for September was 312. The total people count for services for September was 1,632 with 10 adult and 15 juvenile library cards registered. The attendance count for in-person attendance for September was 149.

President's Report:

1. The Long-Range Goals for the Library were submitted and voted on (Paul/Nancy)
Voice vote, motion carried. (copy attached).
2. The director's evaluation has not been done yet.
3. The "Membership and Automation Agreements", that the county drew up, have been approved.
4. Dora gave a report on the 5K run. The following are income and expenses from the Run
 - a. Income
 1. \$1,250.00 from Sponsors
 2. \$100.00 for 4 on-line registrations
 3. \$60.00 for 2 registrations in-person
 4. \$10.00 for 1 T-Shirt sold day of Run
 - b. Expense
 1. \$600.00 Falcon Race Company
 - a) there were 4 on-line registrations (-\$100.00)
so, we paid a total of \$500.00 to Falcon Race
 2. \$180.00 for T-Shirts (\$9.00 each)
 - a) total of 20 shirts (5 each Sm, Med, Lg & XLg)
 - c. 25 medals (at \$3.55 each) ordered and were donated
 - d. Bananas were donated by Dutchway and other food and drinks were donated
 - e. The total attendance was 4 adults and 2 children for the kids run (children brought canned goods to be donated to the local food pantry).
5. The total profit from the 5K Run was about \$640.00.

For the record: The Fundraising letter that went out in March of this year brought in a total of \$3,453.00 for the library.

The meeting was adjourned at 8:05pm. (Paul/Dora)

Next regularly scheduled Meeting: Thursday, November 11th, 2021 starting at 7:15pm.

Respectfully submitted: Nancy Guida