

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

Minutes of the Board of Trustees Meeting for November 11th, 2021

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

The meeting was called to order at 7:20pm with a quorum represented.

Secretary's Report:

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

Expenditure Report:

Expenditures to vendors of \$6,418.05 and Payroll of \$7,041.35 for a total of \$13,459.40 for the month of October. (Mike/Nancy) voice vote, motion carried. (see attached)

Library Director's Report:

1. The total circulation for October 2021 was 7,109. The total computer usage was for October was 170. The total people count for services for October was 1,588 with 8 adult and 3 juvenile cards registered. There were 11 programs held with a total attendance of 187.
2. October Program Highlights: Betsy reported there were 70 people in attendance for the Halloween party. Some of the other programs held in October were "Healthy Kids Crew", "Trim Healthy Mama", and Storytime (with Officer Matt).
3. Betsy reported that in the month of November the library will be celebrating Daphne Meyer's 40 years of service to the library. There will be activities schedule each week for the celebration. It will end with a s'mores party including a fire pit outside.
4. The gingerbread house program will be held on November 29th from 6:00 to 8:00pm. The cost will be \$6.00.
 - a. Betsy reported that she is in need of a Santa for the program.
5. It was reported that the heating system in the building should be completed within a few days.
 - a. There was discussion on who will pay for the heating at the library and it was decided that the library will pay for the propane.
6. The following are the suggested closure dates for the new year 2022:
 - a. January 1, 2022 (New Year's Day) Saturday
 - b. April 17, 2022 (Easter) Sunday
 - c. April 29, 2022 (Staff Development Day) Friday
 - d. May 30, 2022 (Memorial Day) Monday
 - e. July 4, 2022 (Independence Day) Monday
 - f. September 5, 2022 (Labor Day) Monday
 - g. November 24, 2022 (Thanksgiving) Thursday
 - h. December 24, 2022 (Christmas Eve) Saturday
 - i. December 25, 2022 (Christmas) Sunday
 - j. December 26, 2022 Monday

(Mike/Nancy) Voice vote and closure dates approved.

7. The following are the suggested 2022 Board Meeting dates: All meetings are held on the second of the month starting at 7:00pm in the library. Mike made the motion to change the start time of the meeting from 7:15pm to 7:00pm. Paul seconded the motion. Voice vote and motion carried.
 - a. January 13, 2022
 - b. February 10, 2022
 - c. March 10, 2022
 - d. April 14, 2022
 - e. May 12, 2022
 - f. June 9, 2022
 - g. July 14, 2022
 - h. August 11 2022
 - i. September 8, 2022
 - j. October 13, 2022
 - k. November 10, 2022
 - l. September 8, 2022
8. The following are the hours for the library in 2022:
Monday: 9:30am – 8:00pm
Tuesday: 9:30am – 8:00pm
Wednesday: Closed
Thursday: 9:30am – 8:00pm
Friday: 9:30am – 6:00pm
Saturday: 9:30am – 1:30pm
Sunday: 1:00pm – 4:00pm
9. It was reported that Berks County libraries are now sharing ALL items Immediately with other libraries.
10. Kaitlin sent to the board a “Waiver of Standards” that needs to be signed since the library wasn’t open 45 hours per week for all of 2021. Also, Kaitlin did up a resolution for the library to consider adopting for the calendar year 2022.
“The Bethel-Tulpehocken Library Board has been notified of the details of the Plan for State Aid and as requested the following waiver of standards for the 2021-2022 Plan for State Aid: open hour waiver for the calendar year 2022.”

President’s Report:

1. An email was sent out to the members of the library board, the township supervisors and the township engineer with a list of the needs of the library building and how the library area would need to be expanded.
2. There was discussion on letting the township know that the library board would have to look into the possibility of another building to house the library in if we didn’t hear a commitment by March 2022 from the township on the existing library building.
3. The board received a resignation letter from Kaitlin (library co-director) stating she would be terminating her position as of December 3, 2021.
 - a. She is willing to take a few months break to reassess her plans and in the interim she is willing to help with the transition.
 - b. There was discussion on her resignation and the board and library employees would like for Kaitlin to stay on since she has done a fantastic job and is well liked by all!

The meeting was adjourned at 8:50pm. (Nancy/Paul)

Next regularly scheduled Meeting: Thursday, December 9th, 2021 starting at 7:15pm.

Respectfully submitted: Nancy Guida