

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

Minutes of the Board of Trustees Zoom Meeting for April 9th, 2021

In Attendance: Mike Najarian, Nancy Guida, Paul Stauffer, Dora Rodgers, Betsy Kreider (co-library director) Kaitlin Lehman, (co-library director) Jennifer Schmehl, Linda Wilcox, Jake Meyer (township supervisor) Stephanie Williams (district consultant)
The meeting was called to order at 7:20pm with a quorum represented.

Secretary's Report:

Minutes of the March 2021 meeting minutes were approved (Paul/Dora) voice vote, motion carried.

Expenditure Report:

Expenditures to vendors of \$6,845.28 and Payroll of \$7,772.07 for a total of \$14,617.35 for the month of March. (Nancy/Mike) voice vote, motion carried. (see attached)

1. Bethel Library was able to purchase, for a cost of \$225.00 a year, a pass to the Reading Public Museum. It's available to library patrons and their families to visit the museum at no cost.

Library Director's Report:

1. The total item circulation for March 2021 was 8,241. The total computer usage for March was 255. The total people count for services for March was 1,258 with 11 adult and 5 juvenile library cards registered.
2. Kaitlin reported that, with two employees leaving the library, they might be short-staffed. She will keep the board informed.
3. Kaitlin is also looking to extend hours at the library, from the current 35 hours a week To 45 hours per week. There was discussion on this topic and we were informed that the county will be sending out a letter to libraries regarding extending hours. We will wait to hear from them before committing to extending the library's hours.
 - a. If library hours are extended more help will be needed.
4. Betsy reported that she is ready to start in-person programming. Summer reading will start with Teen Club (ages 12-18) on May 4th Preschool Storytime on May 6th, Pizza & Pages for Teens (ages 12-18) on May 20th, and Tails & Tales on June 11th. Weather permitting, the events will be held outdoors.
5. Kaitlin reported that the library will participate again this year in the Hersheypark Attractions volunteer program.
6. Kaitlin has answered all questions regarding the USDA Loan to date. It should now be in the process of being reviewed.

President's Report:

1. There was discussion on a "Fine Free" Pilot Program that some of the libraries in Berks County will be participating in. The program is designed to NOT charge patrons fines on overdue books, etc. The consensus from the membership was not in favor of participating at this time. The board was in agreement to wait to see what Reading Public Library would be doing. The concern was not getting the material back and not teaching patron's responsibility.

2. The fundraiser flyer from Municipal Marketing Services has brought in \$2,000.00 + with a total of about 50 responses.
3. The R & K fundraiser will begin with selling sandwiches on April 22nd
 - a. Orders due to Dora on May 6th
 - b. Pickup will be May 13th from 4:00pm to 7:00pm.
 1. Mike has offered to help with sorting for pickup
4. Mike and Dora had a meeting with Falcon Racing to go over details of the 5K Run.
 - a. A motion was made by Nancy/Mike for the library to pay the \$250.00 non-refundable deposit to Falcon Racing. Voice vote, motion carried.
 - b. The charge is will be \$600.00 for the first 100 runners.
 - c. It was decided by the membership to call the 5K Run "Distelfink Dash".
 - d. We have to look into sponsors, t-shirts, and snacks
5. It was decided to go ahead with the Library Director's Evaluation. Paul will send an email to library staff asking them if there are any concerns, compliments, etc. they would like to mention.
6. Jennifer Schmehl will work on a binder for new board members.
7. Linda Wilcox will have to be approved for membership by the Tulpehocken supervisors.

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

A committee meeting is scheduled for Thursday, April 29th, 2021 starting at 6:30pm

Next regularly scheduled Meeting: Thursday, May 13th, 2021 starting at 7:15pm.

Respectfully submitted: Nancy Guida

Results of Committee Meeting held on Thursday, April 29th 2021

Committee members in attendance: Mike Najarian, Nancy Guida, Paul Stauffer, Betsy Krieder

1. The long-term goals for the library were discussed:
 - a. 1st year to do more regular fundraising (apple dumplings, sub sandwiches, 5K run), work on getting more board members (goal would be to have a 9-member board), and work on new building.
 - b. 2nd year to add more fundraisers so by year 3 or 4 we are able to have monthly fundraisers.
2. Paul will send our work evaluations to library employees for director evaluation.
3. Additional discussion on 5K run.
 - a. \$235.00 fee to sign up before race and \$30.00 fee at day of race.
 - b. Fun run for children with a fee for them to bring a can of food for food pantry.
 - c. Need a logo for T-Shirts.