

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

### **Minutes of the Board of Trustees Meeting for July 8<sup>th</sup>, 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 7:15pm with a quorum represented.

#### **Secretary's Report:**

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

#### **Expenditure Report:**

Expenditures to vendors of \$5,464.20 and Payroll of \$6,149.50 for a total of \$11,613.70 for the month of June. (Mike/Dora) voice vote, motion carried. (see attached)

#### **Library Director's Report:**

1. The total item circulation for June 2021 was 9,349. The total computer usage for June was 169. The total people count for services for June was 1,556 with 8 new adult cards and 16 juvenile cards registered. There were 15 programs with a total of 570 in attendance.
2. Betsy reported that all of the library programs are very well attended.
  - a. Teen Club is a great success
  - b. There were about 136 people in attendance for the Summer Reading Kick-Off
  - c. Tween Lunch Bunch is a new program
    1. Kids between 9-12 come to the library to discuss a book. They bring their own lunch and a dessert will be provided.
3. Pizza and Pages is doing well.
4. Breakfast & Bestsellers is going well and Kaitlin is thinking of adding an evening program and calling it Bestsellers & Baked Goods.
  - a. The staff talked about checking with "Baked Sweet Coffeehouse and Bakery" regarding baked goods.
5. The Carnival is scheduled for August 14<sup>th</sup> and Betsy is looking for volunteers to help.
6. Kaitlin has hired Zoe Merkel, A Schuylkill Valley High School student, to begin on July 13<sup>th</sup>. She will begin at a starting salary of \$9.00/hr. She will be limited in working time due her participation in high school sports. We may need to look into hiring an additional person.
7. Kaitlin suggested we look into raising our base salary to \$12.00/hr. (The state has been discussing a minimum \$12.00/hr. state wage). We would have to look into ways to fund the increase.
8. Kaitlin reported that some the library's unemployment charges were forgiven due to COVID relief. However, this "forgiveness" comes as a credit, so it's only helpful in offsetting future charges.

#### **Building/Renovation:**

1. Spotts would still like to be involved in the renovation project, possibly as a general contractor.
  - a. Mike will follow up about this idea with the township.
2. The heating system in the library is unusable, it leaks carbon monoxide and is a fire hazard. If it is not replaced before the cold weather comes the library will have to be shut down until something is done.
  - a. G.F.Bowman came in to look at the heating/AC in the library.

3. The two broken A/C units in the library were replaced by Paul, Trish, Judy and Dennis (Judy's husband) A big "Thank You" to them.
4. Kaitlin voiced a concern about the understanding of library renovation timeline.
  - a. Maybe have representative from the township meetings come to a library meeting to keep the library board updated on the renovations.

**President's Report:**

1. It was suggested that Steve and Scott get together to talk over the renovation plans.
  - a. Mike will talk to them before the next township meeting.
2. Mike Graby has been in the building with builders and there were some plans drawn up.
3. The board should look into the library wages that are being paid and look to raising them in the future.
4. 5K race: we need to look into prizes, medals and books for the "Fun Run".
  - a. Dora will look into medals and there are scholastic books in the library that can be used for the "Fun Run".
  - b. Mike and Nancy are willing to work the "Fun Run".
5. Mike will write up the "Long Range Planning Goals" for the library and send it out to the members in an email.

The meeting was adjourned at 8:30pm. (Dora/Paul)

Next regularly scheduled in-person Meeting: Thursday, August 12<sup>th</sup> , 2021 starting at 7:15pm.

Respectfully submitted: Nancy Guida