

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

Minutes of the Board of Trustees Meeting for August 12th, 2021

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

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

Secretary's Report:

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

Expenditure Report:

Expenditures to vendors of \$2,667.41 and Payroll of \$6,454.14 for a total of \$9,121.55 for the month of July. (Mike/Nancy) voice vote, motion carried. (see attached)

Library Director's Report:

1. Zoe Merkel has been trained by Trish and the rest of the staff.
2. Kaitlin is still looking to hire someone 18+ years old, but it's not an emergency since Bethany has decided to stay on.
 - a. Kaitlin would like to give Bethany a merit raise and the board discussed the possibility with no final decision being made.
3. Kaitlin reported that all staff members are redoing their clearances and the library will be reimbursing the fee so there will be some checks made out to the staff for reimbursement.
4. Daphne will be out from late August through part of October for medical reasons.
5. Kaitlin informed the board that she is part of the newly formed countywide "Home Delivery Committee". They are looking into providing library materials go Residents of Berks County who are homebound. Their first meeting was in July.
6. The township installed vanities in the women's bathrooms. They also painted lines In the parking lot.
7. Kaitlin reported that there was no word on the HVAC system and she has said that the library cannot be open during the cold weather until this is taken care of.
8. Betsy reported that all of the library programs are very well attended.
 - a. Storytime has been a huge success! (Thanks, Betsy, for all your hard work).
9. Kaitlin has added evening hours for the "Best Sellers and Baked Goods" program. (A patron had expressed what a wonderful program it has been and how It has inspired them to read more.) Thanks, Kaitlin, for a great program.

Building/Renovation:

1. Except for the installation of vanities and the painting of lines in the parking lot there was no new update on the building renovation.

2. It was reported by some members of the board who attended the last township meeting that a local resident of the township let the supervisors know about the HVAC system and the importance of replacing it.
 - a. Mike Graby did report that there were some bids that have gone out.
 - b. It was suggested that we attend the next township meeting and Mike will email the supervisors to let them know of our concerns.

President's Report:

1. Update on the 5K run:
 - a. Dora will take care of the getting 20 medals. They will just be generic not gender specific.
 - b. It was decided instead of giving out books to kids that we would give them tickets so they would be able to pick out books at a later date.
 - c. There was discussion on T-shirts for the run and Paul reported that he had talked to Kim Glass and she quoted a price between \$8 and \$10 depending on what we want on them. If we decide to go with her, we would allow her to advertise on the t-shirt at no charge.
 - d. Mike said that he would check with Weikel Sportwear on their prices.
2. After much discussion on raising wages of the library staff at this time it was brought to a vote by the board.
 - a. Motion was made by Mike/Nancy to raise the wages of the library staff (excluding the co-library directors at this time) by \$3.00 per hour starting August 16th, 2021. The motion was voted on and passed with one abstention.
 - b. In January of 2022 the board will decide on a cost-of-living increase for everyone.
3. Mike and Dora will meet with Kaitlin via zoom to go over her evaluation on Tuesday, August 17th.
4. Nancy will do up a final version of the Long-Range Plans and send to Mike for approval.

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

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

Respectfully submitted: Nancy Guida