

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

**Minutes of the Board of Trustees Meeting for November 10<sup>th</sup>, 2022**

**In Attendance:** Mike Najarian, Jennifer Schmehl, Nancy Guida, Paul Stauffer, Linda Wilcox, Willie Weiler, Betsy Kreider, Kaitlin Lehman

Before the Meeting was officially called to order the drawing for the raffle took place  
**Congratulations to all the winners**

The meeting was called to order at 7:35pm with a quorum represented.

**Secretary's Report:**

Minutes of the October meeting were approved. (Linda/Willie) voice vote, motion carried.

**Expenditure Report:**

Expenditures to vendors of \$8,254.49 and Payroll of \$8,555.19 for a total of \$16,809.68 for the month of October 2022. (Mike/Nancy) voice vote, motion carried. (see attached)

**Library Director's Report:**

1. The October library programs, listed below, were well attended:
  - a. Preschool Storytime –4 dates (58 total attendees)
    - 1) taught by Betsy
  - b. Fire Prevention Day (families-60 attendees)
    - 1)hosted by Betsy
  - c. Visit from Little Swatara Preschool (38 preschooler attendees)
    - 1) hosted by Betsy
  - d. Block Party – Monthly (13 preschooler attendees)
    - 1) hosted by Betsy
  - e. Bestsellers & Baked Goods (15 adult attendees)
    - 1) taught by Kaitlin and sponsored by “Baked Sweet”
  - f. Pumpkin Painting (families-12 attendees)
    - 1)hosted by Kaitlin
  - g. Craft Kit Drop (families-50 attendees)
    - 1) hosted by Betsy
  - h. Trick or Treat (families-45 attendees)
  - i. Robot Building (homeschoolers-3 attendees)
    - 1) hosted by Betsy
  - j. Community Helpers: Police (homeschoolers-31 attendees)
    - 1) hosted by Betsy
  - k. Homeschool Hangout (New) homeschoolers-4 attendees
    - 1) hosted by Betsy
  - l. Teen Club (teens-14 attendees)
    - 1) hosted by Betsy
  - m. Trim Health Mama (Adult-15 attendees)
    - 1) hosted by Kellee
  - n. Book Club (adults-5 attendees)

Grand Total for October 2022 = 17 Events with 363 Attendees

1. The total people count for October was 1,552 with 12 adult and 16 juvenile new cards registered.
2. The total item circulation for October was 8,349.
3. The total computer usage for October was 287.

**President's Report:**

1. There was discussion on Suggested Closure Dates, Board Meeting Dates, and suggested Library Hours for the 2023 Year. The following were voted on and approved by the board:

2023 Suggested Closure Hours: (motion by Mike second by Jennifer)

1/1/23 (Sunday) – New Year's Day  
4/9/23 (Sunday) – Easter  
5/29/23 (Monday) – Memorial Day  
7/4/23 (Tuesday) – Independence Day  
9/4/23 (Monday) – Labor Day  
11/23/23 (Thursday) – Thanksgiving  
12/24/23 (Sunday) – Christmas Eve  
12/25/23 (Monday) – Christmas  
12/31/23 (Sunday) – New Year's Eve  
1/1/24 (Monday) – New Year's Day

2023 Board Meetings (second Thursday of the month at 7:00pm) (motion by Mike second by Willie)

1/12  
2/9  
3/9  
4/13  
5/11  
6/8  
7/13  
8/10  
9/14  
10/12  
11/9  
12/14

Suggested Library Hours (motion by Mike second by Linda)

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 to 1:30pm  
Sunday 1:00pm – 4:00pm

2. Fund Raising:
  - a. There was a total of 425 Raffle tickets sold for a total \$8,500.00
  - b. The fundraising committee met and came up with the following suggestions for fundraising ideas:
    1. Ask Letter at the end of 2022 and then do a follow-up
    2. In March do another Ask Letter specific to the building to businesses
    3. In August is the yearly Carnival
    4. Do another Raffle in August-November (not sure what kind)

5. Ask Letter in October with follow-up in November
  - c. The fundraising committee will meet again on December 6<sup>th</sup>
3. Building Renovation
    - a. Betsy gave an update on the renovation and reported that next Tuesday will be the next building committee meeting.
      1. There was discussion on the front of the building (to make peak in front not just a flat roof).
    - b. It was reported that renovation should start in March 2023
    - c. The well for the library has been found.
  4. The board discussed going over the library policies and it was decided to table that until our next meeting.
    - a. Kaitlin suggested updating the personnel policy to include a new title of Library Services Supervisor, write a strategic plan, also come up with a policy on fundraising.

The meeting was adjourned at 8:10pm. (Willie/Jennifer)

Next regularly scheduled meeting: Thursday, December 8<sup>th</sup>, 2022 starting at 7:00pm  
Bethel Township Supervisors meeting: Thursday, December 8<sup>th</sup>, 2022 starting at 6:00pm

Respectfully submitted: Nancy Guida