

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

### **Minutes of the Board of Trustees Meeting for December 8<sup>th</sup>, 2022**

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

The meeting was called to order at 7:05pm with a quorum represented.

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

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

#### **Expenditure Report:**

Expenditures to vendors of \$5,259.60 and Payroll of \$8,895.70 for a total of \$14,155.30 for the month of November 2022. (Mike/Nancy) voice vote, motion carried. (see attached)

1. Betsy will check to see what service was done by Martin's to water.
2. Profit from apple dumpling sale was approximately \$500.00

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

1. The November library programs, listed below, were well attended:
  - a. Preschool Storytime –3 dates (52 total attendees)
    - 1) taught by Betsy
  - b. Block Party – Monthly (7 preschooler attendees)
  - c. Craft Club (Christmas Chain) Families-30 attendees
    - 1) hosted by Betsy
  - d. Gingerbread Houses & Santa visit (Families-75 attendees)
    - 1) hosted by Betsy & Volunteer Santa
  - e. Bestsellers & Baked Goods (21 adult attendees)
    - 1) taught by Kaitlin and sponsored by “Baked Sweet”
  - f. Writer's Circle (New) (32 homeschooler attendees)
    - 1) hosted by Kellee
  - g. STEM Club (New) 7 homeschooler attendees
    - 1) hosted by Betsy
  - h. Visit from Apiary (New) All ages-29 attendees  
Americana Farm
  - i. Movie Night (DC Superpets) All ages-11 attendees
    1. hosted by Daphne
  - j. Knitting Club (New) 2 dates (all ages-37 attendees)
    1. hosted by Kaitlin
  - k. Homeschool Hangout homeschoolers-4 attendees  
(Changing time in December to 1pm)
    - 1) hosted by Betsy
  - l. Teen Club (teens-15 attendees)
    - 1) hosted by Betsy
  - m. Trim Health Mama (Adult-15 attendees)
    - 1) hosted by Kellee
  - n. Book Club (adults-5 attendees)
  - o. Pizza & Pages (Teens-15 attendees)
    - 1) hosted by Betsy

p. Painting Party (New) Adults-25 attendees

1) hosted by Kaitlin

Grand Total for November 2022 = 16 Events with 380 Attendees

1. The total people count for November was 2,442 with 32 adult and 3 juveniles new cards registered.
2. The total item circulation for November was 7,610.
3. The total computer usage for November was 240.
4. Betsy reported that the Pancake breakfast will take place on December 17<sup>th</sup>
  - a. The Grinch will make an appearance.

### **President's Report:**

1. Fund Raising:
  - a. All went well with the raffle.
2. Building Renovation:
  - a. Construction is on schedule: they will work on back room first.
    - 1) Colors have been picked out.
  - b. The library may be looking at a substantial amount that we will have to pay out of library funds to complete the building renovation.
  - c. Construction of the building rider needs to be added to the insurance policy.
  - d. We may want to look into finding people to donate materials for the project.
  - e. Kaitlin is working on 2 grants.
3. Library policies updated:
  - a. Personnel Policy was updated December 8<sup>th</sup>, 2022 adding Library Services Supervisor. and also, line items 12 thru 15 were added. Mike/Willie board accepted update.
  - b. By-laws policy updated Mike/Jennifer board accepted update of by-laws for approval at next meeting.
4. Kaitlin will review and update a strategic Plan.
5. Kaitlin has sent out the donation letters to businesses and patrons.
6. There was discussion on a year-end review for Kaitlin and Betsy. The board will check on dates.
  - a. Betsy's is scheduled for January 5<sup>th</sup>.
  - b. Will check with Kaitlin for a date.
7. Paul brought up the topic of raises for both library co-directors.

The meeting was adjourned at 8:25pm. (Willie/Paul)

Next regularly scheduled meeting: Thursday, January 12<sup>th</sup>, 2023 starting at 7:00pm

Respectfully submitted: Nancy Guida