

**Hamburg Public Library
Board of Trustees Meeting
September 9, 2025**

Mission: The Hamburg Public Library provides services and programs to our community to encourage coming together, forming connections, engaging in lifelong learning, and finding inspiration. We believe in honoring yesterday, embracing today, and inspiring tomorrow.

Board members present: Dorothy Brobst, Kay Fritz, Mary Himmelberger, Mark Jensen, Emily Riddle, Kathi Shaffer, Sharon Shirk, Debi Wahl

Absent: Gloria Hess

A quorum was present.

Also present: Director Chelsea Williams

Call to Order: President Dorothy Brobst called the meeting to order at 6:10 P.M.

Mission Moment: Chelsea reported on the great comments the Summer Reading Program received from surveys completed by parents and children.

Consent Agenda: The Minutes of the August 12, 2025, Board of Trustees Meeting and the Director's Report were presented. Dorothy asked if anyone wanted to remove an item to discuss, question, or register a vote against. There being none, Dorothy requested a motion to approve the August 12, 2025, Board of Trustees Meeting Minutes and the Director's Report. A motion was made to approve the consent agenda. The motion was seconded. The motion passed unanimously.

Library Director's Report:

Library Updates and Operations

- Berks County Public Libraries launched Show Your Library Card and Save for September in celebration of National Library Card Sign-Up Month. Residents across the county are encouraged to show their library card at participating local businesses to receive a discount.

Priority 1: Increase Community Engagement and Awareness

- Participated in Berks County Community Leaders Conversations to discuss regional strengths and improvement opportunities.
- Attended Back to School Bash at Everlong Records on August 16 to promote library services and programs.
- Engaged the community at the Taste of Hamburg-er Festival and promoted library services and Our Next Chapter campaign.
- Submitted content for the entire Borough of Hamburg newsletter.

Priority 2: Adapt to the Community's Evolving Needs

- Oversaw the library addition: attended construction meetings, addressed contractor questions, and coordinated payments.
- Met with JP Jay representatives regarding space planning, shelving, and furniture for the new addition.
- Awarded the Dollar General Youth Literacy Grant (\$4,000) to expand our Literacy Hub with nonfiction decodable readers, hi-lo titles for middle grades and teens, and Science of Reading–aligned games and manipulatives.

Priority 3: Promote Lifelong Learning and Literacy

- Adult Programming
 - Coffee and Crime Book Club: Discussed *The Wife Upstairs* by Rachel Hawkins. The next meeting is scheduled for September 22 to discuss *None of this is True* by Lisa Jewell.
 - Novel Brews Book Club: Met at Copperz to discuss *In God We Trust* by Josh Gad. The next meeting is set for September 17 to discuss *Legends and Lattes* by Travis Baldree.
 - Sit and Stitch: Met on August 28th. Members have begun creating hats and scarves for our community giving box.
 - Crafter Hour: Participants made scarecrow mason jars. The next meeting is October 2.

Priority 4: Ensure Long-term Sustainability

- Completed final paperwork for the LSTA Sustaining Success grant; \$2,500 reimbursement received August 27.
- Attended Upper Bern Township meeting with Mary Himmelberger on August 21.
- Worked with Gloria Hess to prepare documentation for the Mid Penn construction loan.
- Attended Hamburg Borough committee and council meetings.
- Coordinated with Emily Riddle on the Bookworm Bolt 5K fundraiser.
- Continued planning the Chapters & Chances Basket Raffle with the Fundraising Committee.
- Worked with Sharon Shirk on the Deitsch Eck Pie Sale fundraiser.

Youth Services Librarian's Report

- Youth Services Updates/News
 - Summer Learning Program 2025
 - Our theme for summer learning this year was “Color Our World.”
 - We are thrilled with the learning, fun, and outcomes achieved throughout our 8-week Program. It was a busy and exciting summer at our Library!
 - We had 289 youth (ages 0 to 18) enrolled in our Program this year.

- Our summer programming had extensive reach, with 65 programs being offered to the community's youth in June and July.
 - Of the 65 youth programs offered, 29 were in-person events.
 - Total attendance/participation for all youth programs this summer was 3,689.

- While many of our youth services programs were held on-site at the Library, several took place in our community.
 - The First Reformed UCC Church in Hamburg once again graciously allowed us to hold our larger programs in their auditorium. We continue to be so appreciative of this successful community partnership.
 - Hamburg Borough allowed us to use a room in the Hamburg Municipal Center since the setup there worked well for two of our programs.
 - We continue to value the wonderful community partnerships we have formed. This summer we planned and held library programs at the following locations in our community.
 - State Street Lanes
 - Hamburg Strand Movie House
 - Hamburg Borough Pool
 - Hamburg Community Park
 - In addition, 12 businesses in town participated in our very special "Color Hamburg with Kindness" summer kickoff event, welcoming our families to chalk their sidewalks with positive messages and pictures.

- Like last summer, we appreciated having the opportunity to utilize an end-of-program survey that provides us with feedback useful to us. This format, which we used for the first time last summer, invites open-ended responses instead of the numeric ratings formerly required by the state. Questions allow families to reflect on what they appreciated about this summer's Program and on what they hope to see in the future.
 - We received overwhelmingly positive feedback from participants and their families.
 - The following responses offer a sampling of the feedback received about our Learning Program this summer. They serve as a celebration of our heart for our community's children.
 - "We love everything about your Library and all you do for kids."—caregiver of an 8-year-old participant
 - "This program is a fun way to encourage reading and learning over the summer."—caregiver of 4- and 7-year-old participants

- “You offer amazing opportunities to families.”—caregiver of 6- and 9-year-old participants
- “I like coming to the Library! And I love getting the prizes!”—5-year-old participant
- “Many of the prizes are activities! We love that!”—caregiver of a 7-year-old participant
- “I loved everything!”—9-year-old participant
- “I love coming to the workshops! The grab-and-go crafts are so fun!”—11-year-old participant
- “My son has the crafts he made on display in his room. This program made reading fun for him. He was really motivated by the missions.”—caregiver of an 8-year-old participant
- “You are doing great things! My kids love coming to the programs and activities through the summer. The grab-and-go activities are fun to do. My kids love getting prizes for the missions and having the chance to win the raffle prizes.”—caregiver of 9- and 11-year-old participants
- “We love the fun local activities throughout the summer!”—caregiver of 5- and 7-year-old participants
- “We look forward to the Library activities every summer!”—13-year-old participant
- “This program motivates me to read because I get cool prizes.”—15-year-old participant
- “The missions give our family good suggestions for fun and interesting things to do. It keeps my child engaged through the summer.”—caregiver of a 4-year-old participant
- “I like participating in the Summer Learning Program because I get to try new things and go places I have never been before.”—9-year-old participant
- “The program gives us so many ways to connect with our community and to try fun, new activities each summer!”—caregiver of a 5-year-old participant
- “We love our Library! It is a fun and happy place!”—caregiver of a 6-year-old participant
- “It helps me advance in my reading over the summer.”—10-year-old participant

- “My granddaughter loves participating in the Library program. She looks forward to it every summer.”—caregiver of a 7-year-old participant
- “We love the variety of activities! They encourage socialization, reading, and learning. We made friends with another family at the bowling activity. It was our daughter’s first time bowling. The picnic at the park was great because it gave our daughter plenty of kids to play with, and we got to know other parents. The grab-and-go kits are awesome and perfect for continuing the fun at home!”—caregiver of a 4-year-old participant
- “The Library activities give kids the chance to be creative, learn, and socialize with other kids while on break from school.”—caregiver of 4- and 6-year-old participants
- “The Summer Learning Program keeps my son engaged through the summer. It provides a challenge with fun incentives for completing a nice variety of activities.”—caregiver of a 4-year-old participant
- “The prizes were a big motivation for reading and learning.” —caregiver of an 11-year-old participant
- “The program is fun and makes sure my kids do not fall behind during the summer and forget what they learned in school.” —caregiver of 5- and 7-year-old participants
- “We love the opportunities for family fun all summer long.” —caregiver of a 9-year-old participant
- “It gives us something to enjoy in the summer. The program ensures that we get outside and stay active, but also that we read and spend time being creative.”—caregiver of a 3-year-old participant
- Summer Learning Program 2026
 - Our theme next year is called “Unearth a Story” and focuses on dinosaurs, archaeology, and paleontology.
- Looking Ahead at Library Programming
 - We will continue to offer both in-person story times, as well as grab-and-go kits during the coming months.
 - In-person story times will continue to be our emphasis, with grab-and-go kits being offered usually once per month. Kits will again be available at both our Library and Redner’s Market in Hamburg.

- We will be continuing our partnership with the Berks County Intermediate Unit (BCIU) during our monthly Stories and Stations program. Two BCIU staff members will be present to answer caregivers' questions about child development, early intervention testing, and services.

Respectfully submitted,

Chelsea Williams

In further business, Chelsea reported that it was fun to have the input from the children about what programs they would like to see in the Summer Program next year.

Reports:

President's Report: Dorothy shared that she feels the lovely comments from the Summer Reading Program demonstrate that our library is an integral part of our community.

In further business: Via Email, Dorothy informed all trustees that we have received notice from Miriam Smith's estate of a bequest to the library. To simplify the receipt, Dorothy moved that "We authorize Chelsea to sign all documents regarding the Miriam Smith estate on behalf of the library." Dorothy then instructed us to "reply all" with our vote. The motion passed.

In further business, Chelsea reported that Hamburg Borough received the \$250,000 reimbursement for the library from the Keystone Grant.

Old Business:

Library Addition: Chelsea reported that we have had several change orders that are necessary. Chelsea is checking with the architect on how to limit some of the new costs that are coming from the contractors.

Chelsea has been in touch with the furniture company for the shelving. It has been suggested that shelving not be added until all construction is finished.

Chelsea is going to apply for a grant for security and cameras for the library.

Capital Campaign: Discussion on various fundraisers was shared. A date for a meeting of the Capital Campaign committee will be scheduled soon.

New Business:

2025 Board Meeting Schedule: Discussion took place on changing some of the board meeting dates to accommodate the trustees' ability to attend their local township meetings as a representative of the library. Dorothy asked for a motion to revise the bylaws to bi-monthly meetings for the 2026 schedule. A motion was made and seconded. The motion carried. Further discussion took place regarding possible dates for the change.

Fundraising: The Bookworm Bolt will take place on September 27. Arrival time to help is 7:15 AM. Registration is at 7:30 AM. Better signage placement was discussed for the runners' aid. Liv Holistic is our primary sponsor for 2025, as is G3 Home Improvement. Sponsors are still welcome for the T-shirts for runners. The 5K is a \$25 registration fee. The Fun Run is a \$15

registration fee. T-shirts are available for the 5K registration. The division Medals have been received, and the library trustees look forward to this second-year event.

Chelsea also reported that the fliers have been finished for the pie sale, and we may only take 100 orders this year per Deitsch Eck. Trustees are to notify Chelsea with orders so that we do not lose the opportunity to sell, due to concerns that we will oversell. This is always a fun event.

In further business, to date, Mark is the top seller of the Boscov's Friends' Sale Event coupon. Board members are encouraged to continue selling these easy fundraising coupons.

All board members must fill out the Berks County Public Libraries Community Survey and return it to Chelsea.

Dates to Remember:

- September 12, 6 PM- Hamburg Public Library Board Meeting
- September 27, 8 AM-Bookworm Bolt 5K and Fun Run
- September 29 - Pie Orders Due
- October 8 - Pie Pickups
- October 14, 6 PM- Hamburg Public Library Board Meeting

Adjournment: A motion to adjourn the meeting was made and seconded. The motion passed unanimously, and the meeting was adjourned at 6:54 PM.

Respectfully submitted,
Debi Wahl, secretary

Monthly STATS – August 2025

	<u>2025</u>	<u>2024</u>
Reference Questions		
People Count	3351	3290
Adult Card Registrations	19	31
Juvenile Card Registrations	2	7
<u>Circulation</u>		
Circulation of Physical Materials	5386	5983
Circulation of Other Physical Items	246	213
Circulation of Electronic Materials	851	878
Total Item Circulation	6483	7074
Circulation of Children’s Materials	3183	3281
<u>Programs</u>		
Number of Programs for Preschool Children	0	0
Number of Programs for Children	2	2
Number of Programs for YAs	0	0
Number of Programs for Adults	4	2
Number of Programs for All Ages	1	1
Total Number of Programs	7	5
Preschool Children's Program Attendance	0	0
Children's Program Attendance	28	5
Young Adult Program Attendance	0	0
Adult Program Attendance	37	15
All Ages (General Interest) Attendance	6	11
Total Program Attendance	71	31
Grab and Go Activities		
Number of Children’s Activities	1	1
Number of Adult Activities	0	1
Children’s Participants	48	48
Adult Participants	0	40
<u>Computer Usage</u>		
PC Sessions	347	358
Wireless Count	127	179
AWE Earl Literacy Sessions	23	
Total Computer Usage	497	537