57th Annual AAUW Used Book Sale Sat., May 12 — Tues., May 15

9:00 am—9:00 pm each day
Snider Ag Arena, Penn State University
Corner of Park Avenue & Fox Hollow Road

Book Sale Volunteers Ready to Roll



Sally Heffentreyer arranges books with care on "Move-in Night" for the 2016 sale.

Hello! The book sale will be here in a few short weeks, and we're excited. Last year the sale netted \$143,821, supporting our mission to advance equity for women and girls. Donations at our Used Book Workshop at 176 Technology Drive in Boalsburg ran high, and we will bring over 4,000 boxes—about 250,000 books — to the sale this year. The overall quality of this year's is superb. The volunteer schedule on page 3-5 is the version available as of April 24. Mark your calendar for the shift(s) you committed to.

Need to Change Your Shift?

If you have to cancel or change your shift, it is important that you contact volunteer scheduler Nancy Eberly *immediately* at nanceberly@hotmail.com, (717) 945-2895. We'll need to find your replacement, and the more time we have, the better our chances are of finding one. If you must cancel during the sale, call the Ag Arena

at 863-0600 to notify those at the Hospitality/Info table.

Follow Color-Coded Table Signs to Locate Departments

Category signs on tables are color-coded to make it easier to direct customers to the subject matter they want, matching our Ag Arena color-coded maps.

Work Hard AND Have Fun...on Move-In Night!

On **Thursday, May 10**, from 4:30 pm until the last truck is unloaded, volunteers who are able carry 25-lb. boxes from the trucks to the tables at the Ag Arena, while others unpack and arrange books on tables. A boxed meal will be provided halfway through the evening. Volunteers interested in purchasing books at the end of the evening may bring one box or grocery bag to fill.

Donna Trapp, Overall Book Sale Chair— donnatrapp@pennstatefederal.com Nancy Eberly, Volunteer Scheduler—nanceberly@hotmail.com

Where the Money Goes

Net proceeds from the book sale fund 1) scholarships to local returning adult women students 2) programs and projects of local community groups that reflect the AAUW mission, and 3) research and legal advocacy efforts of AAUW national.



From our humble book sale beginnings in 1962 when we raised \$179.17, we have made a remarkable impact with the dollars we've raised. Over the past 25 years alone, we have awarded more than a million dollars to local non-profits. Gross sales over each of the past several years have exceeded \$120,000, a trend we hope to continue.

Thank you for your efforts on the Used Book Sale. They embrace the AAUW State College mission to advance equity for women and girls through advocacy, education, philanthropy and research.

BOOK SALE VOLUNTEER ORIENTATION

PARKING:

- For those loading books onto the trucks at the Boalsburg workshop on Thursday, directions to the workshop are at the bottom of the last page of this bulletin.
- Park in the upper area above the building on the right, in the AAUW designated spaces. Go to the lower center door, left of the loading dock, and ring the bell.
- Parking at the Ag Arena is free.

ALL VOLUNTEERS:

- Please report to the Hospitality/Info Table in the Ag Arena Lobby 10-15 minutes prior to your shift to pick up an apron, name tag and assignment.
- Purses may be stored in the Conference Room, but be sure not to bring valuables.
- Water and snacks are available in the Conference Room. (The food in the kitchen is for sale by CFFA.) Please bring your own bottled water in the event that it is difficult to leave your volunteer location.
- If you need to take a short break be sure to inform a nearby volunteer first.
- AAUW membership information is located on the AAUW table next to the side exit.

TABLE VOLUNTEERS:

- Please note attached to your name tag will be the table categories that you are to straighten.
- Please straighten any books on the table and place any books in boxes on the table with the spine facing up.
- Take empty boxes to the back of the Ag Arena. Please keep the box and lid to gether.
- Place the box on the available truck or by the large roll-up door.
- Keep your area as organized as possible.

PRICING:

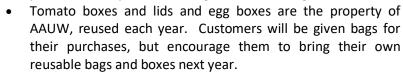
- Prices are on the front of the books in green ink. There may be a price on the inside cover if the book is a collectable or valuable.
- Please ask someone in charge if there is no price on the book.
- Monday-Half-Price Day; Tuesday-Bag Day (\$7)
- For Bag Day, shoppers are encouraged to bring their own sized recyclable grocery bags.

CASHIERS:

- The sale only accepts cash or checks. There is an ATM located across the street at the visitor center.
- We don't charge sales tax.
- Please give the customers adding machine receipt; they need this to exit the building.
- AAUW members from the counting room will come by periodically to take large bills and resupply your cash.
- Shoppers may not may leave with tomato boxes or lids or egg boxes. Please put their purchases in bags provided if they haven't brought their own bag.

weekend last Volunteers wear blue aprons in order to be identified by shoppers.





- To hold bags and boxes temporarily, mark "PAID" or "NOT PAID" on the bags in large black letters. Do not use the word "SOLD" or "NOT SOLD." There is a marker in your cash box. Store bags under your table or on the bleachers behind you.
- No books can be stored overnight, and absolutely no books can be stored during Bag Day unless they are paid for in advance.
- Unsold books will be recycled at the end of the sale.
- Ask customers if they would like a bookmark advertising next year's sale, and thank them for supporting AAUW with their purchase.
- All shoppers are asked to exit via the SIDE door of the Ag Arena, next to the kitchen.

SAFETY REGULATIONS:

- Penn State safety regulations limit the total number of people in the Ag Arena at any one given time to 450 people. This protects shopper safety and increases shopper enjoyment and we must adher to this.
- Shoppers will not be permitted to store books temporarily on the sale perimeter as this prevents full access to the exits in the event of an emergency. Please help us reinforce this by reminding shoppers of this regulation.



Supplies 8:00 am			
Kerlin, Suzanne	Weinreb, Nancy		
Keriiri, Suzaririe	Werner, Sue		
Trapp Donna	Wheeler, Connie & Steve		
Boxes 9:00 am			
Crassweller, Sherry	Kalata, Diane		
Domitrovitz, Maryann	King, Leroy		
Campbell, Star	Sommers, Angela		
Higgins, Margaret	Tukey, Louise & Hook, Robin		
Hummel, Martha	Weinreb, Nancy		
Johnston, Susan	And others		

4 pm Loading Trucks at 176 Technology Dr., Boalsburg			
Bigatel, Bruce		Lachman, Steve	
Freudigmann, Kari Jo 5 pm		Miller, Charlie & Heidi	
Grech, Jerome		Moses, Donovan	
Hay, David	Hillsley, Ken	Smith, Scott	
Holoviak, Steph	en	Swidwa, Ken	
Keller, Mark		Weiss, John	
King, Leroy		Empty boxes Carol & Tami	
Knepley, John			
Truck Drivers			
Detwiler, Wayne -rental		Dzyak, Paul -rental	
Downs, Nick - Interfaith		Zoltan, Jerry -rental	

5 pm Unloading Trucks at Ag Arena			
Bryant, Rick	Rodriguez, Quentin 7:30		
Ditmer, Ryan	Spess, Laura		
Ferko, Josh (boxes)	Tolliver, Miles		
Fisher, Jeremy	Warren, Marc		
Gabrovsek, Mike	Wheeler, Eric		
Jaffa, Nicholas	Zoebisch, Sterling		
Lautsch, Pam			
Mulcahey, Sean 7pm	12-15 Delta students- Nick G.		
Owens, Ellie	20 SCASD students; Mrs. Walker		
Poremba, Jack	7 - Venture Group Boy Scouts/Joni Arrington		
Robinson, Gordon	5 honor students Rand		

FOR SCHEDULE CHANGES PRIOR TO SALE:

Contact Nancy Eberly, <u>nanceberly@ho tm</u> <u>ail.com</u> (717) 945-2895

5 :00pm Move In at Ag Arena			
Anderson, Valerie, Maggie			
Agee, Susan & Russ Mushinsky			
Bartley, Christy			
Bernheim, Marguerite			
Birnie, Ann and sister	Blood, Ingrid		
Bucher, Phil			
Burnham, Kathy			
Campbell, Star			
Clinton, Jana			
Crassweller, Sherry			
Davison, Candace & Jen & Mark			
DeWalle, Nancy & Dave			
Doores, Stephanie			
Friend, Linda	Fox, Lydia		
Gensimore, Maxine	Gregg, Dianne		
Haight, Molly & Mary			
Harrison, Charlene			
Hay, Angie			
Hayward, Laura			
Higgins, Margaret	Hinson, Kylea		
Holdridge, Kayley			
Hummel, Martha			
Jackson, Sue & Tom	Johnston, Susan		
Kalata, Diane	Kerlin, Suzanne		
Liberatore, Dina			
Marsh, Mary			
McMullen, Darla & John & Ashley			
Narji, Vitorija			
O'Connell, Helen			
Poremba, Sue	Quick, Sue		
Rand, Jennifer			
Rockey, Judy			
Rodionova, Svetlana	Roy, Suzanne		
Sommers, Angela	Spang, Mary Beth		
Strayer, Gregory Tepsic, Terry			
Traynor, Susan			
Vandenbergh, Lydia			
Van Fossen, Margaret	Vinhage, Wendy		
Walker, Kate	Warren, Tracy		
Wartik, Louise Weimert, Darren			
Weinreb, Nancy & Steve			
Wheeler, Connie & Steve			
Woodruff, Sukie			

FOR SCHEDULE CHANGES DURING Movein Thursday and Sat/Sun/Mon/Tue:

Contact Ag Arena—(814) 863-0600

6 am - 9 am: Nancy Eberly, 0	Charlene Harrison, Donna Trapp	1		Page 4
SATURDAY, MAY 12	9:00 am - 12 noon		SUNDAY, MAY 13	8:00 am – 12 noon
Altrusa 5 volunteers	Mittendorf, Iris (T)		Buckley , Gina (C)	Myers, Carol (C) 10-1
Birnie, Ann & sister (T) 9-5	Reed, Peggy (C)		Dietz, Rosalie (C)	Reed, Peggy (C)
Crowl, Michele (C)	Schroyer, Donna (C)^		X (C) 11-2	Sacks, Shirley (C)
DeShong, Kathy (C)*	X (T)		Epp, Cathryn (C) to 11	Scherba, Karen (C) 10-1
Dietz, Rosalie (C) 10-1	Sharer, Lisa (C)		Geszvain, Nicohl (T) +2	Sills, Julienne (C)
Ellstein, Erin (T)	Stonebraker, Geri (C)^		Goldstein, Manya (C/T)	Taylor, Cathy C)
Freudigmann, Kari (C) 11-2	Stoner, Marge & Max (C)		Liberatore, Dina (T)	Walker, Kate (C)
Hall Cindy (T)	Weber, Jeanne (C)*		Martin, Ken (T)	X (T)
Hummel, Martha (Door)	Werner, Sue (C) upstairs		Maurer, JoAnne (C)	(Door)
Kephart, Pat & Bill (C)	Ultman, Deena (C) upstairs		McFerrin, Priscilla (C) 10-2	
Maurer, JoAnne (C)	Varadan, Vasu (C)		X (C) 11-2	
LINE - Bartley, Ch	risty, Rockey Judy		LINE- Freudigr	nann, Kari Jo, X
12:00 noo	n - 3:00 pm		12:00 noo	n - 3:00 pm
Anderson, Rona (C)*	Harford, Kathy & Geoff (C)		Anderson, Rona &Lacey (C)	Narji, Vitorija (C/T)
Atchley, Mary (C)	Laing, Leslie & Elana (C) 10-2		X (C)	Moses, Maureen (C) 11-2
X (C)	Rogowsky, Beth (C)*		Auguston, Jill (C)*	X (C)
Bube, Della (Door)1-3	Schroyer, Donna (C)^		Blake, Nikki (T)	Patil, Lalita -door
Campbell, Star (T)	Schultz, Chriss (C)		Campbell, Star (T)	Records, Nancy (C)
Crust, Jody (C/T)	Stonebraker, Geri (C)^		Echols, Ann (C)	Sharer, Lisa (C)
Davison, Candace (C) upst	Trueblood, Doris (T)		Espisito, Jackie (C)^	Snyder, Barb (C)
Epp, Cathryn (C)	Varadan, Vasu (C)		Higgins, Margaret (T)	Stoner, Marge & Max (C)
Gates, Emily (C/T)	Weber, Gary (T)		McLaughlin, Connie (C)*	Trueblood, Doris (T)
Goreham, Elizabeth (C)	Woodruff, Sukie (T)		Miller, Rhonda & Tom (T)	Tukey Louise (C)^
Hahn, Cynthia (C)	Wright, Monica (C)		X (C)	X (C)
Hahn, Donald (T)			Line: Freudigmann, Kari Jo, X	
LINE - Harrison, Cha	rlene; Leathers, Jerry		3:00 - 6:00 pm	
3:00 pm	- 6:00 pm		Adams, Mary & Mike R. (C)	Manlove, Betsy (T)
Brandse, Kees & Susan (C)	O'Connell, Helen (T)		Bish, Helen (C)	Miller, Tom & Rhonda (T)
Cavanagh, Kim (C/T)	Narji, Vitorija (C/T)		Blake, Nikki (C)	Phillips, Patty T
Dzyak, Michelle (C)	Schultz, Chriss (C)		Coble, Mel (C)	X (C/T)
Friend, Linda (C) 3-9	Sheeder, Jane (C)*		Harte, Cheri (C)	Terenzini, Caroline (C)
Hiester, Sue (C) upstairs	St Claire, Mimi (C)*		Frederick, Ellen (C)	X (Line and door)
Hummel, Dottie (C)	Terenzini, Caroline (C)		Hay, Angie (T)	Vandenbergh, Lydia (C/T)
LINE - Dzyak, Paul	Woodruff, Sukie (T)		Hummel, Dottie (C)	Warren, Helen (C)
6:00 pm - 9:00 pm				9:00 pm
Friend, Linda (C) 3-9	SCYP 4 (C/T)		Bucher, Phil (C)	Quick, Sue (C)
Kavala, Kara (C/T)	Wheeler, Connie (T)		Fox, Lydia, (T)	Spang, Mary Beth (C/T)
Narji, Vitorija (C)	Vinhage, Wendy (C/T)		Gregory, Debbie (line)	Rodionova, Svetlana (T)
Rodionova, Svetlana (T)	Tepsic, Terry (T)		Morford, Marolyn (C)	Tepsic, Terry (T)
SCYP 2 (door & line)			Pontius, Janet (C)	X (door)

MONDAY, MAY 14		TUESDAY, MAY 15	
9:00 am - 12:00 noon		9:00 am - 12:00 noon	
X (C/T)	Krumrine, June (T)	X (C/T)	Strayer, Gregory (T)
Campbell, Star (C/T)	Narji, Vitorija (C)	Fox, Lydia, (T)	Trueblood, Doris (T)
Dreyer, Kristin (C)	Rohrbach, Anne (C/T)	Higgins, Margaret (T) 10-2	Weber, Jeanne (C)
Dzyak, Michelle (C)	Showalter, Jessica (T) 10-4	Nickerson, Janis (C)	
X (C/T)	Strayer, Gregory (door)	Schlegel, Peggy (door)	X (line)
Jurs, Elaine (C)	Trueblood, Doris (T)		
Kisenwether, Liz 10-2 Line	Weber, Jeanne (C)	12:00 no	oon - 3:00 pm
		Coffman, Ellen (T)	Schroeder, Connie (C)
12:00 no	on - 3:00 pm	Francis, Pam (C)	Sharpe, Carol (T)
Bartley, Christy (T)	Narji, Vitorija (C/T)	Gaffney, Maryanne (C)	X (C/T)
Blake, Nikki (T)	X (C/T)	X (C/T)	X (door and line)
Brandse, Kees & Susan (C)	Sheeder, Jane (C)*	Hodes, Carol (T) 2-5	
X (C/T)	St Claire, Mimi (C)*	Nicholanco, Patricia (C)	
Crust, Jody (C/T)	Sommers, Angela (T) 2-5		
DuMars, Debbie (T)	Van Horn, Beth (C)	3:00 pr	m - 6:00 pm
Gaffney, Maryanne (C)	X (C/T)	Barr, Phyllis (C)	Karish, Lynne (C)*
Glover, Julia (C)	X -LINE	Bishop, Christine (C)	Venturino, Joanne (C)*
Gaffney, Maryanne (C)		Campbell, Star (T) after 4	Varadan, Vasu (T)
		Francis, Pam (C)	X (door and line)
3:00 pr	m - 6:00 pm		
Blake, Nikki (T)	Penney, Sophie (C)	6:00 pr	m - 9:00 pm
Burnham, Kathryn (C)	Pase, Amy(C/T) *	Agee, Susan (C/T) 5-8	Rockey, Judy (C)
X (C/T)	Robertson, Samantha (C/T) *	Hummel, Martha (T)	Varadan, Vasu (C)
Johnston, Susan (C)	X (door)	Kertis, Sue (C/T)	Vinhage, Wendy (C/T)
Karch, Jennifer (C/T)*	Freudigmann, Kari Jo -LINE		X (door and line)
6:00 pm - 9:00 pm		8:30 p	m Cleanup
Agee, Susan (T) 5-8	Vinhage, Wendy (C/T)	Davison, Candace	Jury, Mike
Davison, Candace (C)	Watson, Heidi & Sadie (C)	Friend, Linda	McMullen, Darla
Detwiler, Kathryn (C)	Wheeler, Connie (T)	Kerlin, Suzanne	Trapp, Donna & Jeff
Detwiler, Wayne (C)	Tepsic, Terry (T)	-Boy Scouts/ J. Arrington	-Venture/ J. Arrington
Laing, Leslie—door			







Book Sale Volunteers:



Hospitality/Info Table Volunteers

GREET VOLUNTEERS first by checking off his/her name off on the master list affixed to the table. If any volunteer does not show for his/her shift, write NS after their name(s).

GETTING STARTED—Provide volunteer with an apron, name tag, refreshments location, and assignment. Some volunteers are scheduled for either floor or cashier duties. Work with the responsible chairs for that day's sale to learn where to assign either/or volunteers. Please remind cashiers to learn how their adding machines work, especially doing subtotals, which some dealers request, and managing the decimal points.

BAGS AND PACKAGES—Patrons may leave their umbrellas, large bags, or other large packages with you to be placed on the large table behind you. Give them one number, for example 15, and place the other number 15 with their items.

DIVISION OF DUTIES—Determine which volunteer will use the counter to count entering patrons and which will welcome patrons as they enter and respond to their questions. Rather than remaining seated behind the info/hospitality table, stand beside it to greet patrons and be accessible.

CATEGORY SIGNS on tables are color-coded to make it easier to direct customers to the subject matter they want. Our large Ag Arena maps are likewise color-coded. Familiarize yourself with the different sections to make it easier to help customer.

BRANCH INFO TABLE AND MORE—Familiarize yourself with locations of the branch's display board which has membership materials, food and ice cream sales, rest rooms, book categories, refreshments for volunteers, and more. Since the branch's display board will be located across the lobby from you, monitor the supply of materials provided there. Extra membership materials and other info sheets are located beneath the table.

MAKING CHANGE—When a cashier/packer pair asks for change; learn which station they are staffing and indicate that you will request it for them. Knock on the Conference Room door, request the money needed and determine that a counting room volunteer will take it to the cashier/packer pair on the floor. If counting room volunteers are meeting a deadline, you may be asked to take the money out to the cashier/packer pair.

TUESDAY BAG DAY—One info table volunteer will be responsible for distributing plastic bags to those who forgot to bring one to Bag Day. Depending on the thickness of the plastic bags, you may have to provide double bags to patrons.

GIVE SOMEONE A BREAK—You may be asked to provide a break for a cashier, a packer, a door monitor, or a table worker. Please review their duties to prepare for that event.

ANSWER THE TELEPHONE, which will be in the pass-through window behind you.

Hospitality Table Schedule				
	Sat.	Sun.	Mon.	Tue.
8:30 to 11:30	Candace Davidson Yvette Wilson	Pat Kephart Peggy Schlegel	Connie Schroeder X	Shirley Sacks Nancy Weinreb
11:30 to 2:30	Naana Nti Peggy Schlegel	Wendy Vinhage X	Shirley Sacks Kathryn Burnham	Mary Marsh X
2:30 to 5:30	Martha Hummel Mary Marsh	Marolyn Morford, Chriss Schultz	Martha Hummel Falene Hamilton	Martha Hummel Lydia Fox
5:30 to 8:30	Susan Johnston Jennifer Mastrofski	Connie Schroeder X	Sally Kalin Amy Wilson	Candace Davidson Patricia

COUNTING ROOM			
Sat., May 12	Mon., May 14		
9:00am—12:00 noon	9:00am—12:00 noon		
*Connie Wheeler Nancy Weinreb	*Suzanne Kerlin Nancy Eberly		
12:00 noon—3:00pm	12:00 noon—3:00pm		
*Connie Wheeler Suzanne Kerlin	*Mary Dupuis Martha Hummel		
3:00pm—6:00pm	3:00pm—6:00pm		
*Suzanne Kerlin Sue Johnston	*Gert Finley Linda Friend		
6:00pm—9:00pm	6:00pm—9:00pm		
*Cindy Hall Ann Echols	*Gert Finley Sue Werner		
Sun., May 13 Tue., May 1			
9:00am—12:00 noon	9:00am—12:00 noon		
*Connie Wheeler	Nancy DeWalle		
Charlene Harrison	Linda Friend		
12:00 noon—3:00pm	12:00 noon—3:00pm		
*Connie Wheeler	Charlene Harrison		
Suzanne Kerlin	Carol Hodes		
3:00pm-6:00pm	3:00pm—6:00pm		
*Nancy Weinreb	*Gert Finley		
Kathy Burnham	Charlene Harrison		
6:00pm—9:00pm	6:00pm—9:00pm		
*Nancy Weinreb	*Gert Finley		
Sue Werner	Ann Echols		

Can you share the buzz about the sale through social media?

And lend a hand by posting the flyer on the next page? Thank you!





AAUW State College Used Book Sale

May 12—May 15
9 am—9 pm daily
Penn State Snider Ag Arena

250,000+ books

- —donated by our community
- —sorted into 30+ categories

Mon.—Half-Price Day; Tues.— Bag Day \$7

CASH or CHECKS only, please.

Proceeds fund local scholarships and community programs that reflect the AAUW mission to advance equity for women and girls. <u>www.aauwstatecollege.org</u>



About AAUW

Since its first meeting in 1881, AAUW has been a catalyst for 180,000 members/supporters, 1,000 branches, and 897 college and university partners, AAUW advances equity for women and girls through advocacy, education, philanthropy, and research.

AAUW's voice has long influenced legislative debate on critical social issues. It provides millions of dollars in fellowships, grants and awards to outstanding women worldwide, and for community action projects. AAUW also funds pioneering research on women, girls, and education.

Through leadership programs, women and girls acquire the skills they need to succeed and assume leadership roles in their academic, professional, and personal lives.

DIVERSITY STATEMENT

In principle and in practice, AAUW values and seeks a diverse membership. There shall be no barriers to full participation in this organization on the basis of gender, race, creed, age, sexual orientation, national origin, disability or class.

AAUW State College Branch

P.O. Box 735 State College, PA 16804 www.aauwstatecollege.org

Used Book Workshop

176 Technology Drive Boalsburg, PA 16827 (814) 466-6041

Branch Co-Presidents:

Cindy Hall cindyhall07@gmail.com Victoria Sanchez vsanchez@psu.edu

Mark Your Calendar! 2019 Used Book Sale: May 11-14, 2019



Special Collections	SATURDAY MAY 12	SUNDAY MAY 13	MONDAY MAY 14
9:00 am — 12:00 noon	Louise Wartik Phil DeShong Steve Weinreb	Louise Wartik Steve Weinreb	Louise Wartik
12:00 noon — 2:00 pm	Steve Weinreb Marguerite Bernheim Bob Bernheim	Marguerite Bernheim Bob Bernheim	Marguerite Bernheim Bob Bernheim
2:00 pm — 5:00 pm	Peggy Schlegel	Steve Weinreb	Bob Bernheim
5:00 pm — 7:00 pm	Marguerite Bernheim Bob Bernheim	Marguerite Bernheim Bob Bernheim	Louise Wartik Marguerite Bernheim

Book Workshop Re-Opens June 16

Our Used Book Workshop in Boalsburg (176 Technology Drive) will re-open on **Saturday, June 16 from 10 am—2:00 pm** for a special collection day. Starting June 18 and throughout the summer, we'll be open for sorting and pricing on **Monday evenings, 6:00-8:00 pm and Tuesdays and Wednesday mornings, 9:00-12:00 noon.** To volunteer at the workshop, contact Suzanne Kerlin, suziekerlin@gmail.com or Sherry Crassweller, aps@psu.edu or call the office, 466-6041.

DIRECTIONS TO WORKSHOP: From State College, take Business Rte. 322E Business (Atherton Street) through Boalsburg and take third right past Rte. 45E onto Discovery Drive, then left on Technology Drive. The workshop is housed in the brown brick building on the corner on the right. Come to door left of loading dock and ring the bell.