

**Minutes of the Manheim Township Public Library Foundation Board Meeting**  
**Wednesday, June 25, 2014**

The meeting was called to order at 5:40 PM. Attendance was taken and a quorum was confirmed.

In attendance : D. Ferruzza, S. Lapp, J. Martin, A. Miller, G. Pasewicz, S. Mecum (Twp Liaison), K. Anderson (Library Director).

A motion was made by A. Miller to accept the May minutes; the motion was seconded by D. Ferruzza. The motion carried unanimously.

**Public Comments on Agenda**

A. Miller suggested the agenda include discussion about the Overlook Foundation's dissolution scheduled for December 31, 2014. Discussion ensued, and included a brief description of the Overlook Foundation's purpose and function. The Board considered whether or not it should approach the Overlook Foundation prior to the end of the calendar year to request funding for value-added library projects.

**Current Business**

The May Directors Report was presented by Katrina Anderson.

*EITC.* The EITC application has been submitted to the PA Dept. of Education and a determination should be made within two weeks.

*Furniture.* New chairs, tables, and beanbag chairs (for the young adult area) were purchased with funds from the Library Foundation.

*Donations.* Several times per day between 10 and 15 boxes of donated books arrive at the library. The Ephrata and Lititz libraries now charge a fee (\$3/box) to accept donations. The MT library will dedicate volunteer time to handle the inundation of books.

*Personnel.* K. Anderson is considering ways to reach more job candidates when positions are open.

**Old Business**

*Strategic Plan.* The board discussed how it might gather input from the MT community, and whether the goals and objectives of the last plan ought to be evaluated and included in the new plan.

*Signage.* The ad hoc committee to study library signage reported its findings, supported by photos, diagrams, and recommendations. An in-depth conversation followed, and included discussion over where additional library signs could be installed and what actions should be taken next. The signage committee will contact township personnel about adding signs and report to the board at the July meeting.

**New Business**

*Capital Investment Plan.* Project suggestions include reconstruction of the outside book drop box to lower it to make it more accessible. K. Anderson will submit a full list of projects to the township.

*Extraordinary Give.* It was decided to mail the library's annual appeal letter in September to avoid interference with the Extraordinary Give, which is scheduled for November 21, 2014.

*Handbag Bingo.* The library will hold a handbag bingo fundraiser in February or March 2015.

*Help with Friends Booksale.* K. Anderson will be sailing during the annual book sale. A. Miller and D. Ferruzza will coordinate with Linda Berger (Friends) to help as replacements for Ms. Anderson.

*Tote Bags.* Hometown Productions, a fundraising company, offered to provide customized tote bags as fundraiser items for the library.

*Fastpencil.com.* The web service Fastpencil.com can provide free self-publishing to library patrons. The board discussed purchasing a subscription.

#### Miscellaneous

*MTPL RFID Tag.* The Library Journal published a story about RFID tags that included mention of the MT library's use of the technology.

*Chamber Picnic.* The board tabled the decision as to whether or not the library should renew its membership with the Lancaster Chamber of Commerce & Industry. A. Miller made a motion to send K. Anderson to represent the library at the Chamber's annual picnic. The motion was seconded by G. Pasewicz. The motion was approved unanimously.

#### Adjournment

A. Miller made a motion to adjourn the meeting. The motion was seconded by D. Ferruzza. The motion was approved unanimously. The meeting adjourned at approximately 6:45PM.

Respectfully submitted,  
G. Pasewicz, Board Member.