

## Minutes of the Manheim Township Public Library Foundation Board Meeting Wednesday, January 28, 2015

The meeting was called to order at 5:32 PM by Vice President Adrienne Miller.

Attendance was taken and a quorum was confirmed.

In attendance: D. Ferruzza, D. Labezius, A. Miller, J. Renninger, L. Slaymaker, K. Anderson (Library Director).

Absent (by prior arrangement): R. Manix.

Late arrival at 5:50PM (by prior arrangement): G. Pasewicz

### Public comments on the agenda None

The Board did not meet in December 2014: (*it was known ahead of time that a quorum could not be present*)

**Minutes of the prior meeting:** One minor correction was made to the November 19, 2014 minutes. J. Renninger made a motion to accept the minutes as amended. D. Ferruzza seconded the motion. Vote to accept was unanimous.

### **Current business:** Executive Director K. Anderson presented the December 2014 and Year-End 2014 report. Items of note:

- MTPL's actual operating costs in 2014 were \$699,349, which was 92% of the budgeted \$764,029. The principal reason for spending less than the budgeted amount was under-staffing, primarily due to rapid personnel turnover.
- Actual revenue was \$699,349: The Manheim Township General Fund covered 59%, State Aid 15%, and other sources (contributions, fines, used book sales, and etc.) covered the remainder.
- MTPL has 22,639 "patrons" -- cardholders who either live in Manheim Township or claim MTPL as their "home" library.

**Finance Committee Report:** A quick overview of 2014 finances had been included (above) in the Director's report. Finance Committee Chair J. Renninger presented an overview of various accounts. The motion, made by J. Renninger and second by A. Miller, was to transfer all but about \$5,000 from the MTPL Foundation escrow account to the Library Contributions account. The vote passed unanimously.

**Election of officers:** Upon the arrival of Mr. Pasewicz, officers (President A. Miller, VP D. Ferruzza, Treasurer J. Renninger, and Secretary G. Pasewicz) were nominated and elected. Motion by D. Ferruzza, second by D. Labezius, unanimous vote.

**Standing committee appointments:** Motion by J. Renninger, second by G. Pasewicz, unanimous vote.

- Facilities Committee Chair, D. Ferruzza;
- Finance, J. Renninger, Chair, to be assisted by R. Manix.
- Personnel/Nominating, D. Labezius;

### **Friends of the Library:**

- Leadership of the Annual Book Sale will transition over the next several months. Long-time co-chairs Mary Jo Schimanek and Linda Berger have been in charge for seven years and wish to transition out of their leadership roles. They intend to work cooperatively with two volunteers

until the completion of the 2015 Annual Book Sale and then those volunteers will have been become familiar enough with the responsibilities to serve as co-chairs. Motion to affirm these arrangements was made by J. Renninger, seconded by G. Pasewicz, unanimous vote.

- Martha Matt will continue as the leader of the Amazon Sales Team.

MTPL Strategic Plan. The board will schedule several working sessions to address the Strategic Plan.

As a review for continuing Board members and as an orientation for new Board members, Director K. Anderson presented an overview of the MTPL website.

Director Anderson has prepared a PowerPoint presentation to acquaint other organizations (e.g., Library System of Lancaster County) with MTPL. She presented this comprehensive overview to the Board. Simply stated, MTPL is a multifaceted community resource committed to -- as stated in MTPL's mission -- informing, educating, inspiring, and connecting. The presentation clearly underscores MTPL's beneficial influence, along with current opportunities and challenges. The Board's consensus was that other organizations would benefit from seeing/hearing the presentation, not only to enlighten but also to encourage additional support for MTPL.

A motion to adjourn by A. Miller, seconded by J. Renninger was adopted unanimously. The meeting adjourned at 7:10PM.

#### **Next Meeting**

Wednesday, February 25, 2014 at 5:30 PM.

Respectfully submitted,  
G. Pasewicz, Secretary