

**Minutes of the Manheim Township Public Library Foundation Board Meeting**  
Wednesday, May 27, 2015

The meeting was called to order at 5:30 p.m. by Board President Adrienne Miller.

Attendance was taken and a quorum was confirmed.

**In attendance:** K. Anderson (library director), A. Miller, D. Ferruzza, D. Labezius, R. Manix, G. Pasewicz

**Absent (by prior arrangement):** J. Renninger, L. Slaymaker

**Public Comments on the agenda:** The date of October 9, 2015 was changed to October 16, 2015.

**Minutes of the prior meeting:** R. Manix made a motion to accept the minutes. D. Ferruzza seconded the motion. The motion was unanimously approved.

**Current business:**

Director's April Activities Report (Anderson)

- The new format reporting expenses and revenues was well received by board members. R. Manix was thanked for his ideas for the new format.
- Township Commissioner Sam Mecum had given the MT Board of Commissioners a report on library operations. Commissioners noted the increase in library patronage.
- The Total reported in the Performance vs. Budget chart in the April Activities Report was corrected from \$271,834 to \$355,690.
- Year-to-date staff costs were lower compared to the same period in 2014. Three new employees were hired and a fourth was expected to start soon.
- The Advertising/Marketing figures show that the actual amount is about half what had been budgeted. The reason is that the library fronts postage money to the Friend of the Library, which then repays the library for it.
- An art exhibit was held in April. The library received 20 percent of the sales. Donations are solicited at such events.
- Board members discussed a paid membership with the Lancaster County Visitors Bureau. The \$580 annual membership fee would allow the library to submit ads to the Bureau's promotional materials. The board declined to join.
- The planned purchase of new computers was put off until 2016 because the budgeted money was redirected to the purchase of new servers. The Board of Commissioners approved a budget amendment to transfer the money.
- The library will drop its subscription to FastPencil for lack of use. Pending final price information, it will instead subscribe to Beanstack.org, which provides parents and children with customized reading lists linked to the library's holdings.

**Standing Committees:**

## Facilities

- Committee Chair D. Ferruzza has been learning about the library's IT system, and is getting acquainted with the facilities.
- Library Board President A. Miller thanked Ferruzza for his work and for attending the latest MT Board of Commissioners meeting.

## Friends

- No update
- Reminder: September 14, 2015 is the set-up day for the book sale.
- The book sale is a good opportunity to sell tickets for other events.

## Finance

- J. Renninger absent by prior arrangement.

**Old Business:**

## Strategic Planning

- Members discussed Goal 4, "Sufficient, Secure, Sustained Funding."
- Different approaches to Goal 4 were discussed, including the development of a donor list and partnering with MT administration and Board of Commissioners.
- Members might personally contact individuals to solicit donations.
- A donor event is planned for October 16, 2015.

**New Business**

## TEDx Lancaster

- The library was recognized for its participation as the simulcast location on May 16, 2015, and plans to continue in that role for next year's event.

## French Story Time

- The library provides Pennsylvania's only French language story time between Philadelphia and Pittsburgh.
- Members discussed the possibility of adding German and Spanish story time.

## WGAL Town Meeting

- A town hall meeting is scheduled for June 16, 2015 at 7:00 p.m.

**Adjournment:** D. Ferruzza made a motion to adjourn the meeting. R. Labezius seconded the motion. The motion was unanimously adopted. The meeting adjourned at 7:28 p.m.

**Next meeting:** The next meeting will be June 24, 2015 at 5:30 p.m.

Respectfully submitted,  
G. Pasewicz, Secretary