

Minutes of the Manheim Township Public Library Foundation Board Meeting
Wednesday, June 24, 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, R. Manix, J. Renninger, L. Slaymaker, S Mecum, (Commissioner)

Absent (by prior arrangement): D. Labezius, G. Pasewicz,

Public Comments on the agenda: None

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

Current business:

Director's April Activities Report (Anderson)

- The financial presentation was discussed and recommendations made for some presentation changes.
- Have gotten permission to buy new server.
- Youth Services Manager is employed to work half time. Will seek to make this a full time position so programs will not have to be cut.
- Discussion of having fixed budget and the Director having authority to spend within that budget. Director needs Twp Manager authorization to spend more than \$4,000 on an item.
- There continues to be turnover in personnel. In process of interviewing two regular library assistants.
- Hosted live simulcast of TEDxLancaster event happening at the Ware Center – 50 attendees included friends and family of two presenters.
- Haunted Lancaster had 33 attendees.
- Room use rentals up from 5 to 18 on year to year basis.
- Collection Development is running behind budget.
- Youth services programs had 64 programs in May with and attendance of 1,603.
- On May 30, the first day to register for Summer Reading, the Library registered 215 children and teens. Subsequently, 2,276 have registered to date.

Teen Advisory Board Presentation – Josie Gates

- The Teen Advisory Board successfully advertised the Summer Reading program for teens at the high school, with cooperation from the principal and the library staff. This is the first time since the library moved to its current locations that Manheim Township School District has allowed the library this level of outreach at the high school concerning the Summer Reading Program.
- The Board wants to do a fund raising campaign in order to have more programs and to provide materials for crafts etc.
- Josie has been in charge of Mini-thon for Cancer patients which raised over \$100,000.

- Most of donors are expected to be businesses but there are no restrictions on whom they could approach.
- Motion: That the Teen Advisory Board be permitted to raise funds for Youth programs. Approved unanimously.

Standing Committees:

Facilities

- No update

Friends

- Had record day of online book sales and way ahead of last year.
- 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

- See Below

Old Business:

Strategic Planning

- Members discussed Goal 4, “Sufficient, Secure, Sustainable Funding.”
- Should pursue Estate Planning
- A donor event is planned for October 16, 2015.
- K. Anderson, L. Slaymaker, and R. Manix are on committee for fall event.
- Approved save the date announcement.
- Will work on invitations.

New Business

- Motion: To transfer \$20,000 from the Manheim Township Public Library Foundation Escrow Account to the Manheim Township Public Library’s Contributions General Fund Account. These funds represent fundraising efforts from 2014. Moved by J. Renninger Seconded by R. Manix. Approved unanimously.
- Motion: To support the Priorities and Recommendations for Pennsylvania Libraries as issued by the Governor’s Advisory Council on Library Development. Moved by J. Renninger. Seconded by R. Manix. Approved Unanimously.

Miscellaneous

- Discussed procedures for Criminal History clearances for volunteers working with children.

Adjournment: J. Renninger made a motion to adjourn the meeting. R. Manix seconded the motion. The motion was unanimously adopted. The meeting adjourned at 6:50p.m.

Next meeting: The next meeting will be July 22, 2015 at 5:30 p.m.

Respectfully submitted,

Richard Manix