

Minutes of the Manheim Township Public Library Foundation Board Meeting

Wednesday, January 27, 2016

The meeting was called to order at 5:37 p.m.

A quorum was confirmed. Only Richard Manix was absent by previous request.

The Board welcomed new Board members, Betsey Brown and Joan Bohan.

Current Business:

Amazon Team report was presented by Martha Matt

Director's Activities Report

- Web visits and circulation have increased. Database usage does not count towards funding from the state.
- Water damage was noted in the conference room ceiling. Public works will check to see if the leak of unknown origin can be fixed by their staff. If not, the contractor expense will be borne by the library.
- Fewer *paid* programs are occurring as staff has been providing many of the current programs themselves.
- Over 160 people have registered for the Minecraft program
- Katrina is scheduled to present on the library at a Rotary Club meeting and at the Breakfast with Dads program at two elementary schools

New Business

- Elections
 - Richard Manix was nominated for treasurer. Motion made by David Ferruzza, motion was seconded by Laura Slaymaker. The motion was unanimously passed.
 - Dan Labezius was nominated for secretary. Motion made by Laura Slaymaker, motion was seconded by Adrienne Miller. The motion unanimously passed.
- Foundation's 2015 distribution to the township was discussed. These funds would be issued from the MTPL Foundation Account and the Foundation Escrow Account to the Township General Fund (Library Contributions Account). Motion was made by Laura Slaymaker to transfer \$10,000 from each of the two accounts, for a total of \$20,000, to the General Fund, pending agreement by Treasurer Richard Manix. The motion was seconded by Betsey Brown and passed unanimously. *The motion was also approved by Richard Manix via phone after the meeting.*
- Noted that the correct balance of the Agency Fund is \$14,912.38 and the Designated Fund is \$115,808.66 for a total balance of \$130,721.04 as of November 30, 2015.
- 3D Printing Policy will be addressed at the next meeting

Old Business

- Program Registration Policy was discussed. After a thorough review and some changes being made, motion was made by Dan Labezius to accept the policy. The motion was seconded by Laura Slaymaker and passed unanimously. Katrina Anderson will present the policy to the Township Commissioners.
- 2016 Fundraising Ideas - This item will start to have dedicated time for thorough discussions at upcoming meetings.

Standing Committee Reports

- Facilities Committee-the lowering of the drive up book return is still pending availability of the donor of the service.

Miscellaneous

- Library is in the process of completing the multi-step application to become a Passport Acceptance Agency.
- KPETS sent a letter seeking support. This is an agency that brings dogs to the library to be read to, it is very popular with library patrons.

Adjournment

Betsey Brown made a motion to adjourn the meeting. Laura Slaymaker seconded the motion. The motion to adjourn was unanimously approved at 7:21 pm.

Next Meeting

The next meeting will be February 24, 2016 at 5:30 p.m.

Finally submitted,

Dan Labezius, Secretary