

Minutes of the Manheim Township Public Library Foundation Board Meeting

Wednesday, February 24, 2016

The meeting was called to order at 5:32

All members were present - Katrina Anderson, Adrienne Miller, Richard Manix, Laura Slaymaker, Elizabeth (Betsey) Brown, Joan Bohan, David Ferruzza, Dan Labezius

Agenda Review- Adrienne requested that the topic of inadequate number of parking spaces be added to the new business section of the agenda.

Prior Minutes- Richard motioned to accept the minutes. This was seconded by Betsey and then approved.

Current Business:

Review of Director's Report

- Richard requested some takeaway/talking points that would help to explain things in more detail and offer comments that would summarize the various data points in the report
- Katrina will forward a report outlining discussion on merging library system with the County
- Technical services position was filled by Lynn Mitchell
- April is Volunteer Appreciation Month, possibly scheduling an event to recognize them

New Business

- 3-D Printing Policy
 - Printer was purchased with proceeds from online book sales.
 - Demo was requested for the Board at the next meeting
 - Policy was reviewed and suggested changes were offered. Final policy will be presented at next meeting for review and approval.
- Parking
 - Currently 88 spaces for patrons and staff
 - There have been days when people have had to park at The Barn. This is problematic, especially in the winter months
 - Staff has been trying to manage parking by managing when certain programs are scheduled so that they are spread out
 - Katrina will provide more feedback from the community at the next meeting

- Fundraising
 - Discussion on which types of fundraisers appeal to people.
 - Handbag bingo, auctions and antique appraisals were discussed
 - Can it be advertised in the quarterly township newsletter?
 - Targeted for the fall
 - Committee will be formed for the fall fundraiser
- Strategic Plan
 - Katrina presented draft of new three year strategic plan for the library
 - Will be reviewed at next meeting for approval

Standing Committee Reports

- Facilities Committee-
 - Damaged ceiling tiles from roof leak have been replaced.
 - The lowering of the drive up book return is still waiting to be completed. Katrina is awaiting contact from the person who offered to make the change.
- Finance Committee
 - Richard will meet with Jeff Renninger to get an overview of Library accounts on 2/26/16

Miscellaneous

- Library being able to handle passport applications is still under review by the applicable agencies. Eleven staff members have registered to be acceptance agents. Library should receive final response in next two months.
- New website will be completed in 2017. The website cannot be programmed to segment residents/non-residents by zip code for the purposes of program registration.

Adjournment

Richard 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 March 23, 2016 at 5:30 p.m.

Finally submitted, Dan Labezius, Secretary