

Minutes of the Manheim Township Public Library Foundation Board Meeting

Wednesday, August 23, 2017

The meeting was called to order at 5:30

Members present-Adrienne Miller, Elizabeth Brown, David Ferruzza, Dan Labezius, Joan Bohan, Laura Slaymaker, Richard Manix; Commissioner Sam Mecum, Operations Manager Janet Bailey, and Development Manager Tim Smedick

Agenda Review- No changes were made.

Public Comment-None offered as no members of public present.

Prior Minutes- Minutes were reviewed and minor changes were suggested. Elizabeth motioned to accept the minutes as revised. This was seconded by Laura and approved.

Current Business:

Review of Director's Report

- An offer was made and accepted for the position of Executive Director at MTPL. Formal hiring is pending the completion of the employment screening process.

New Business:

- Development Manager Report
 - Tim is gathering feedback from local resources on how to perform a successful fund drive
 - Has developed Thank You feedback correspondence that highlights the benefits resulting from donors' contributions.
 - Fundraiser scheduled at Oregon Dairy on Sept. 19, 2017 from 3-8 pm
 - Discussion on a new program where donations could be made to sponsor a specific area of the Library.

Standing Committee Reports

- Facilities Committee-progress continues on various improvements
- Friends Group/Amazon Team- Preparation for the Fall Book sale continues
- Finance Committee-
 - Janet continues to gather information for the incoming director
 - Generating a listing of the various library accounts and their uses
 - Richard will make presentation to the Commissioners regarding library services
- Personnel- No report. .

Adjournment: Joan made a motion to adjourn the meeting. David seconded the motion. The motion to adjourn was unanimously approved at 7:11 pm.

Next Meeting: The next meeting will be September 27, 2017 at 5:30 p.m.