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MTPL Foundation Board
David Ferruzza – President
Laura Slaymaker – Vice President
Daniel Labezius – Treasurer
Paul Daigle - Secretary
Jennie Barbieri
Susan Dyson
Lois Morgan – Ex Officio

Manheim Township Public Library Foundation Board Meeting

Date: 9/26/2018 **Time:** 5:30pm **Location:** MTPL

Administration

Call to Order at 5:35 pm. Roll Call & Agenda Review:

Members Present: Jennie Barbieri, Paul Daigle, David Ferruzza, Susan Dyson

Members Absent: Dan Labezius

Staff Members Present: Executive Director Joyce Sands

Board of Commissioner Liaison Present: None present.

- Minutes of July Meeting and **MOTION** to Approve: Laura motioned to approve as corrected. Susan seconded the motion. Motion passed
- Minutes of August Meeting and **MOTION** to Approve: Laura motioned to approve. Susan seconded the motion. Motion passed

Current Business

- Executive Director's Report –

Joyce shared that Jennie and Joyce met with a major donor to discuss the Children's Discovery Project (on the outside north patio) and the Silo project. The donor already had established a fund for programming, and Jennie and Joyce met with the donor to discuss if the fund could be used for one or both of these projects. The donor was open to supporting both but more discussion with the donor is necessary.

Board consensus was to welcome the donor's support of the Children's Discovery Project but board consensus favored the Silo project being funded as a 2019 Capital Project

Logic:

- The Silo project was initiated by a concern for safety of patrons and staff.



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- Recommended changes to the Silo were formulated in consultation with MTPD.
- “Safety” is a prime responsibility of the Township:
See www.manheimtownship.org -- *Manheim Township recognizes its responsibility to the safety of its employees, citizens, volunteers, contractors and to the protection of its assets.*
- Funding should therefore be included in the Township's/Library's 2019 Capital budget, and should not be dependent on donations. Jenni motioned and Susan Seconded. Unanimously approved.

Joyce shared that a local school district recently received an ADA complaint because of their website and they incurred significant costs. Joyce said that the library will need to look into using ALT text, etc. on the website and make sure that all pages of the website and its social media channels are ADA compliant.

■ Committee Reports:

- Friends – This year, the book sale raised \$21,734.15 which is more than last year's \$19,974.15.
- Finance – Budget was reviewed.
- Facilities –
 - “Pancake” thin LED fixtures have been installed in the ceiling to better illuminate the first and last bookshelves in the bank of shelves at the library entrance.
 - One LED bulb recently fell out of a ceiling fixture. The manufacturer accepted responsibility for this safety concern and is providing new bulbs for the entire library. MT Public Works has been replacing the bulbs during early mornings before library open hours.
- Personnel/Nominating – Diana Reeves was nominated as a new board member by Laura Slaymaker. Susan Dyson shared that Diana is a natural fit for the library board and life circumstances would allow her to have the time now to serve. Laura Slaymaker put forth a motion for Diana Reeves to join the board and Jennie Barbieri seconded. All voted in favor of nominating Diana to the Board of Commissioners for appointment to the board.

Old Business

New Business

- Friends book sorting needs – Help is needed each Tuesday morning to sort, move and lift heavy book boxes between 9am-11am.



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- Request for Reconsideration – A discussion took place about a patron's comment about one movie in the collection.
- Buy the Book – Susan Dyson shared about the program and that the event is being opened up to the public. The event is on October 5th.
- Transfer funds – Foundation Escrow to Library Contributions - The current balance for the Foundation's Escrow account is \$39,609.20. Jennie Barbieri made a motion to transfer \$20,0000 from the foundation's escrow account to the Library's GL account – Library contributions. Laura Slaymaker seconded. All voted in favor of the transfer. Motion passed.
- Establish Fundraising Committee – Joyce inquired about a board committee focused on fundraising. The board was not sure about moving forward with a fundraising committee.
- 2018 Annual Appeal letter – revised format this year: less text, more diagrams
- **Adjourn** – Paul made a motion to adjourn the meeting. Jenni seconded the motion. Meeting adjourned at 7:18 pm.

The next meeting will be October 24, 2018, at 5:30 p.m.

Recorded by Paul R Daigle, Board Secretary