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Jennie Barbieri  
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## **Manheim Township Public Library Foundation Board Meeting**

*Date: 3/27/2019      Time: 5:30pm      Location: MTPL*

### **Administration**

Call to Order at 5:30 pm. Roll Call & Agenda Review:

**Members Present:** Diana Reeves, Dan Labezius, David Ferruzza, Susan Dyson, Laura Slaymaker, Jennie Barbieri

**Members Absent:** Paul Daigle

**Board of Commissioner Liaison present:** Sam Mecum

**Staff Members Present:** Executive Director Joyce Sands, Operations Manager Janet Bailey, Grant writer/Fundraiser Bonnie Young

**Agenda Review-** No changes were made.

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

**Prior Minutes-** The February 2019 Minutes were reviewed and minor changes were suggested. Laura motioned to accept the minutes as revised. Seconded by Susan. Approved unanimously.

### **Committee Reports**

#### **■ Facilities:**

- The patio fence installation begins on March 28, 2019. The fence will prevent falling over the northern edge of the new Children's Discovery Patio, which is not yet under construction.
- Discussion: Possible addition of two 15-minute parking spots. Consensus – unenforceable and likely to reduce available parking for others.
- One of the Library's many heat pumps has failed. The significant replacement cost will be covered by the Township's contingency fund. Discussion: Since all the heat pumps are now 10 years old, the Library's 2020 budget should include a contingency of about \$20K for additional replacements.
- Public computers- The font size has been enlarged on the instructions for users. Additionally, the on-screen "End-of-Session" timing has been increased to allow users more warning that their time is expiring.

**■ Friends Report:** Rennae Newman, team-leader for the Annual Book Sale, will meet with Ex. Dir. Sands to discuss ideas, including social media, to better promote the book sale.



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### **Grant Writer/ fundraiser Report**

- Bonnie Young presented fundraising results so far in 2019, including sponsorships and Silent Auction items for the April 27 Fund Raiser, "Swing Era Soiree."
- Several grant applications are now in process.

### **Executive Directors Report:**

- Adult services manager- Interviews completed and a qualified candidate has been identified. An offer will likely be made.
- To prevent artwork on display in the Library being somehow unaccounted for, Janet Bailey developed a tracking log.
- MTPL will no longer require a \$20 deposit for test-prep books.

### **New Business**

- Lancaster County Community Foundation (LCCF) sent correspondence explaining that earnings from two library accounts can be "distributed" (accepted for Library operations) or "endowed" (left on deposit with LCCF for further growth). Board discussed options –
- \$4,760.03 from Account 19275 "Manheim Township Public Library Fund – Designated." Motion by Susan, second by Jennie: "Distribute" \$4,760.03. Approved unanimously.
- \$614.62 from Account 19274, "Manheim Township Public Library Endowment – Agency." Motion by Laura, second by Dan: "Endow" \$614.62. Approved unanimously.

### **Adjournment**

Jennie made a motion to adjourn the meeting. Laura seconded the motion. The motion to adjourn was unanimously approved at 6:48 pm.

### **Next Meeting**

The next meeting will be April 24, 2019, at 5:30 p.m.

Recorded by Dan Labezius and David Ferruzza;  
Editing and formatting by Paul R. Daigle, Secretary.