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Daniel Labezius – Treasurer  
Paul Daigle - Secretary  
Jennie Barbieri  
Susan Dyson  
Diana Reeves  
Lois Morgan – Ex Officio

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

**Date:** 10/23/2019      **Time:** 5:30pm      **Location:** MTPL

**Administration:** Call to order at 5:30 PM. Roll call and Agenda Review

**Members Present:** David Ferruzza, Susan Dyson, Diana Reeves, Paul Daigle, Laura Slaymaker, Jennie Barbieri

**Members Not Present:** Dan Labezius

**Commissioner Present:** Sam Mecum

**Staff Members Present:** Executive Director Joyce Sands, Operations Manager Janet Bailey

**Community Member:** Carrie Whitlock, a Master of Library Science student at Clarion University, attended as part of a course requirement. Jackson Palmer, a Manheim Township High School senior, also attended as part of a course requirement.

**Minutes** - Minutes of the September 2019 were reviewed. Laura moved to accept the minutes; Diana seconded. Approved unanimously.

**Transfer of funds** – Movement of funds from Escrow to the Library Contributions account. Laura motioned to move \$32,500. Jennie seconded. All were in favor and the motion passed.

### **Committee Reports**

**Friends Report** – 2019 Annual Book Sale Results: Janet updated the board and confirmed the gross receipts from the annual September book sale exceeded \$27,000. Friends of the Library leadership is determining how much should be retained for anticipated upcoming expenses for Amazon sales and the 2020 book sale, and will then determine how much will be transferred to the library. An update is expected at the November board meeting.

**Finance Report** – No updates were available beyond last month's report.

**Facilities Report** – Discussion centered around possible methods that might be pursued to control temperature for better comfort in the Library.

**Personnel/Nominating** – It was announced that Paul Daigle, Board Secretary, was resigning because of work and family commitments.

### **Executive Director's Report**



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- Buy the Book – Revenue was down compared to last year principally because there were fewer sponsors, a direct result of the Grantwriter/fundraiser position currently being unfilled. Yet, Buy the Book was a successful event and the Board expressed an eagerness to hold the event in 2020, perhaps changing it to a Thursday evening to avoid Friday evening conflicts.
- Library Card Application – Joyce mentioned that the Commonwealth of Pennsylvania has moved to provide a third gender option for state identification cards. Joyce asked the board if the library should also offer a third option or if the Library should even continue asking for gender. Susan motioned to remove gender identity from the library card application. Jennie seconded. All voted in favor and the motion was passed.
- Approval process for author book sales. Jennie made a motion to approve sales of books at all future author book signing events. Laura seconded. All were in favor and the motion passed.
- Joyce coordinated with Lancaster County Community Foundation (LCCF) about possible investment opportunities for a recent bequest. LCCF will send an investment agreement to the appropriate parties (the Board, the Library, and MT administrative offices) for review.

### **Old Business –**

#### **New Business-**

- 2020 Holiday Closings Revised – Joyce mentioned that MT is taking July 3<sup>rd</sup> as a holiday. She will be discussing this holiday with the MT Manager. Board consensus is for the Library to be open on July 3.
- Dr. Timothy L. Kauffman was considered as a candidate to fill the unexpired portion of Paul Daigle's term. Jennie motioned to recommend Dr. Kauffman to the Board of Commissioners. Susan seconded. All voted in favor.

**Executive Session** – Board membership and personnel issues were discussed.

**Adjournment** – Diana made a motion to adjourn the meeting. Susan seconded and it was unanimously approved. Meeting adjourned at 6:55 PM

#### **Next Meeting**

The next meeting will be **November 20, 2019, at 5:30 PM**

Recorded by Secretary Paul Daigle