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Laura Slaymaker – Vice President
Daniel Labezius – Treasurer
Jennie Barbieri
Susan Dyson
Diana Reeves
Stephen Murray
Lois Morgan – Ex Officio

Manheim Township Public Library Foundation Board Meeting

Date: 12/18/2019 Time: 5:31 PM Location: MTPL

Administration: Call to order at 5:31 PM. Roll call and Agenda Review: No Additions

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

Members Not Present:

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

MT Commissioner Liaison Present: Sam Mecum

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

Committee Reports

Friends Report - Diana met with Annual Book Sale Manager Rennae Newman to discuss the issue of acknowledgement of receipt of volunteer applications. The issue is complicated because there are multiple ways for a person to volunteer. Diana will continue to investigate with help from Karyn Beltle, Adult Services Manager.

Finance Report - Janet presented the report and an update on restricted gift activity.

Facilities Report - No report given

Executive Director's Report – Joyce discussed the confidentiality policy that prohibits anyone other than the cardholder checking out materials unless the release form has been signed on the cardholder's initial or renewed application. Further discussion centered around using collection agencies.

There have been some issues with the noise level in the Library, mainly raised voices including talking by Library staff at the circulation desk. Ex. Dir. Joyce will follow through with corrective actions.

Old Business – Discussion of unsightly marks on the drive-up book drop due to tape which held previous, but removed, notices. Also, there will be a sandwich board to indicate where the overflow parking area is. It will only be placed when a big event is planned. Diana and Jennie will help with the signage.

Strategic Plan: Laura will present the plan to the MT Commissioners at the January meeting. Motion to Accept: Laura; seconded by Jennie, approved unanimously.

New Business- Sam Mecum will no longer serve as Liaison from the MT Commissioners. Allison Troy will be our new liaison. Sam was thanked for his valuable service as liaison.

Executive Session - Board membership was discussed.

Adjournment – Jennie made a motion to adjourn the meeting. Laura seconded and it was unanimously approved. Meeting adjourned at 7:00 PM

Next Meeting

The next meeting will be **Wednesday, January 22, 2020 at 5:30 PM**

Recorded by Susan Dyson