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Manheim Township Public Library Foundation Board Meeting

Date: 6/22/2022 **Time:** 5:30 PM **Location:** *via live at the Morgan Center of MTPL and Zoom*

Meeting called to order at 5:31 PM by Laura Slaymaker with Roll Call and Agenda Review

Members Present: James Adams, Jennie Barbieri, Susan Dyson, Steve Murray, Diana Reeves, Laura Slaymaker

Members not Present: Rebecca Doster

Staff Members Present: Joyce Sands, Executive Director; Karin Rezendes, Assistant Director; Virginia Border, Administrative Assistant; Rennae Newman, Grant Writer/Fundraiser

Public Comment- No public present

Agenda: No additions or amendments

May 2022 Meeting Minutes: Motion to approve, seconded, and unanimous vote to approve with correction of spelling.

Fundraising Report

Summer Reading Celebration: The Summer Reading Celebration will be held on August 13 from 9 AM to 4 PM. There will be programs and food trucks similar to the 10th Anniversary celebration. So far there are 5 sponsors and a total of \$2,750 raised.

Special Events Update: Rennae Newman reported that the Silent Auction had 127 bid numbers requested and all items met their minimum bids for a total of \$1,400. Good media coverage is credited with some of the success-TV, social media and eblast. Thanks to Virginia and Alli for their work on the Auction.

Book Spot Update: A new shelf was installed which increased the merchandising space and garnered more donations

Friends Volunteer Update A steering committee is starting for the Friends to oversee the organization of the group. Able-bodied volunteers are needed who can lift heavy items and boxes and will make a consistent commitment. \$8,000 was given to the Library by the Friends.

Subcommittee Reports

Pulkrabek Committee

Yard Game Collection-The Recreation & Park Planning Department does not rent equipment. They will donate a cornhole game for the collection. The Golf Club rents golf clubs to customers for golf course use only. Suggestion made to investigate purchasing a giant Yatzee set. As soon as purchases arrive they will be catalogued for lending and MTPL will advertise on website and Facebook.

Nature Walk- Katy reported that Alex Van Pelt has confirmed August 13th and will write up his activity plan and she will get further time details from him. Rebecca will ask Ross Pulkrabek to open the event between the hours of 11AM-1PM The Lost Words publisher will charge \$375.00 for modification of the book to be installed on the Story Walk for a period of 2 months.

February 22nd Event-We have a contract from Fire in the Glen. We will also need to have a contract with The Irish Dance School. They will need to bring their sound system as the Library does not have one.

April Event- Katy will contact Cynthia Charles from Theater of the Seventh Sister for locking down the presented Option 3 and a date for the event, along with details of needed rehearsal time and space. All presenters will need contracts.

Next meeting Wednesday July 13 @ 4:30 PM via Zoom

Endowment Committee

There has been no committee meeting since the last Board meeting. The committee will generate a template for thank you letters to donors. Do we need to list a motion on the agenda to transfer funds from the Endowment Escrow Account to the Endowment Fund with the investment manager? Laura will ask Township Solicitor Dwight Yoder. Virginia questioned whether we need motions every month to move funds to the Endowment Fund from the Endowment Escrow Account.

Committee Reports

Finance- did not meet

Facilities- Construction will begin on the Tell Café any time after August 13th. Basement lighting is being improved. The two replacement heat pumps for the HVAC system will not be available for about 11 weeks.

Personnel, Compensation and Benefits- No report

Nominating- No report

Executive Director's Report

Passport revenue down due to losing an agent. An offer has been made to fill the position. Executive Director Joyce Sands asked if the Board would be interested in inviting the Executive Director of the Library System, Karla Trout, to an upcoming Board meeting. The Board expressed interest, and Ms. Sands will extend an invitation. Details of the July 8th Board Retreat were reviewed. Other highlights can be found in the Director of the Library report.

Old Business No report

New Business No report

Three Points for the Board of Commissioners

- 1) The Library earned a gold star in the PA Forward Star® Library Program
- 2) There were 127 bid numbers for the Silent Auction fundraiser
- 3) A very generous gift of \$50,000 was given to the Foundation's Endowment fund

Meeting adjourned at 6:50 PM

Next Meeting-The next meeting will be held **July 27, 2022 at 5:30PM**. The meeting will be held in the Morgan Center in the Library. Zoom participation is an option so long as there is one Board member present in person.

Recorded by Susan Dyson