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Manheim Township Public Library Foundation Board Meeting

Date: 09/27/2023 Time: 5:30 PM Location: Morgan Center of MTPL

Meeting called to order at 5:30 PM by Susan Dyson with Roll Call and Agenda Review

Members Present: Susan Dyson, Rebecca Doster, James Adams, Brian Mahon, Barry Kauffman, Liaison of the BOC

Members Not Present: Diana Reeves, Laura Slaymaker

Staff Members Present: Joyce Sands, Library Director, Karin Rezendes, Deputy Library Director, Tracy Nonemaker, Manheim Township Director of Finance

Public Comment- No public present

August 2023 Minutes: Amendment requested to the August 2023 Minutes to reflect a correction to LCCF motions. **Motion** to approve the minutes of August 23, 2023 with amendment made by Brian Mahon, seconded by Jim Adams and unanimously approved.

Fundraising Report – Karin Rezendes, Deputy Library Director, reported the total proceeds of the Annual Book Sale to be \$22,294.00. She also distributed a recap report of the event from Rennae Newman, Grant Writer/Fundraiser. It is reported that the Book Sale went very well this year with many volunteers and staff participating and creating a smooth operation over the three day event. Over 40,000 books and media items were available for purchase and any left over items were donated to the Mennonite Central Committee for their distribution.

Jim Adams, MTPLFB Vice President, and volunteer, expressed kudos to Rennae for a well run operation and excellent preparation for this huge project.

The annual Extraordinary Give event, hosted by the Lancaster County Community Fund, will be held on Friday, November 17, starting at 12 am.

Committee Reports

Executive – no report

Personnel Compensation, and Benefits – no report

Finance – Motion to take the distribution from grant funds available from Lancaster County Community Fund's Manheim Township Public Library Endowment Designated Account, in the amount of \$743.84, was made by Jim Adams, seconded by Bryon Mahon and unanimously approved. This fund is designated for operations.

Motion to take the distribution from grant funds available from the Lancaster County Community Fund's Manheim Township Public Library Fund Designated Account, in the amount of \$5,090.82, was made by Rebecca Dster, Seconded by Susan Dyson and unanimously approved. This fund is designated for operations.

As of 08/31, 2023, the Charles Schwab account has a balance of \$102, 608.93. A **Motion** was made to keep this account with Charles Schwab by Brian Mahon, seconded by Rebecca Doster and unanimously approved. The paperwork of correct account principals will be completed this evening and sent to The Commonwealth of Pennsylvania. The MTPLFB secretary will review annually, as required, for any change in Foundation Board officers going forward.

Current financial statements from Manheim Township were reviewed. A brief discussion regarding some of the figures showed that the new accounting system has categorized some items differently from the former accrual system. Also there were 3 pay periods in July that would show higher staff costs.

Nominating – A letter was sent by MTPLFB President Susan Dyson to Rick Kane, MT Manager, and to all Board of Commissioner members asking for reconsideration in the appointment of Anita Blumenstock to the vacancy of the MTPLFB. President Dyson subsequently spoke with Commissioner John Bear about reconsideration. To date no response has been received. Commissioner Kauffman and Susan Dyson will meet to discuss further communication with the BOC.

Motion to appoint Brian Mahon as Treasurer of the MTPLB was made by Susan Dyson, seconded by Rebecca Doster and unanimously approved.

Personnel, Compensation, and Benefits – no report

Facilities – Motion to continue the process for selection of the appropriate Sculpture Garden pieces, along with the MT Public Works department was made by Brian Mahon, seconded by Rebecca Doster and unanimously approved.

Endowment – Committee member, Rebecca Doster, has reached out to the Forever Lancaster group within the Lancaster County Community Fund for a presentation to the whole MTPLFB regarding growing Endowment Funds. A presentation at the October FB meeting is the goal.

Pulkabek – Planning continues for the Nature Walk to be held October 22, from 1pm to 2:30 pm in Overlook Park. The committee will meet the week before the Nature Walk for any last minute planning updates.

Library Director's Report Highlights – Youth Services Manager Karyn Beitle's last day as an employee of MTPL was September 22. Recruitment for her replacement is underway.

Approximately 4,000 children, tweens, and teens registered for the Summer Reading Program and 2,500 completed the 2023 SRP challenge.

On August 22, Youth Services Manager, Karyn Beitle attended the Literacy Night , held at Manheim Township High School for students and their families.

Other highlights of the Library Director's Report are in the Board packet of materials.

Old Business – none

New Business – none

3 Points for the Commissioners:

- 1.) Book Sale proceeds
- 2.) Extraordinary Give, November 17
- 3.) Pulkabek Enrichment Series Nature Walk, October 22
- 4.) Circulation in August, 2023 was the highest of any previous August

Motion to adjourn at 6:47 PM by unanimous consent. **Next meeting in Morgan Center of MTPL, October 25,, 2023, at 5:30 PM.**

Recorded by Rebecca Doster