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Manheim Township Public Library Foundation Board Meeting

Date: 10/25/2023 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, Diana Reeves, Laura Slaymaker

Members Not Present: Barry Kauffman, Liaison of the BOC

Staff Members Present: Joyce Sands, Library Director, Karin Rezendes, Deputy Library Director

Additions to the Agenda - none

Public Comment- No public present

MOTION to approve the Minutes of the September 2023 was made by James Adams, seconded by Brian Mahon, and approved unanimously.

Presentation: Marie Cleaves R., Donor Services Officer, of the Lancaster County Community Foundation attended with a training presentation of the Forever Lancaster program for Endowment Fund growth and strategy guidance. The Forever Lancaster division of LCCF provides tools with links to their website for growth of the Endowment Fund of the MTPLF. The endowment Committee will study the tools available to us in the coming months. Marie Cleaves R. will be our contact for information.

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 Director, reminded the MTPLFB of the annual Extraordinary Give event, hosted by the Lancaster County Community Foundation, to be held on Friday, November 17, starting at 12 am.

The MTPLFB expressed their appreciation to Karin Rezendes for her service to MTPL over her many years with the library. She will be missed by all.

Committee Reports

Executive – no report

Personnel Compensation, and Benefits – no report

Finance – It was reported that former MTPLFB member, Steve Murry reviewed the Endowment Fund performance information from Montag & Caldwell twice a year. Brian Mahon, current Finance Committee Chair, will meet with Joyce Sands, Library Director four times a year to review finance reports and other data.

Karin Rezendes will teach the assigned staff member of MTPL on compilation of the financial reports for the MTPLFB before her departure.

Nominating – Susan Dyson reported that the second letter to the MT BOC requesting a reconsideration of our recommendation of a candidate for the vacancy on the MTPLFB did not receive a response.

Personnel, Compensation, and Benefits – no report

Facilities – no report

Endowment – a meeting date will be set after the new year.

Pulkrabek – It was reported that the Nature Walk, held on October 22, was a great success. All registration slots were filled.

Library Director's Report Highlights – Joyce Sands, Library Director reported of her attendance at the October 12th Retreat/Budget Workshop. The public presentation of the FY2024 budget of Manheim Township will be held November 13th.

At a Director's Council meeting on October 6th, LSLC Executive Director Karla Trout informed the Library Directors that the Study LSLC commissioned is waiting for data from the County Planning Commission. Karla reported that because LSLC is not paying for the services, the Planning Commission will get to it as time permits.

Karin Rezendes, Deputy Library Director resigned, effective November 10th. Karin made significant contributions during her almost six years on the management team and will be greatly missed.

Joelle Block has been hired as Youth Services Manager, effective October 24th. The Library is recruiting for all open positions.

Performance evaluations of library staff are close to completion.

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.) Extraordinary Give, November 17
- 2.) The Pulkrabek Enrichment Series Nature Walk program had all registration slots filled.
- 3.) Training for Endowment growth and strategies, from Forever Lancaster Department of the Lancaster County Community Foundation held during the 10/25 MTPLFB meeting

Motion to adjourn at 6:46 PM by unanimous consent. **Next meeting in Morgan Center of MTPL, November 15, 2023, at 5:30 PM.**

Recorded by Rebecca Doster