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## Manheim Township Public Library Foundation Board Meeting

*Date: 11/15/2023 Time: 5:30 PM Location: Morgan Center of MTPL*

Meeting called to order at 5:32 PM by Susan Dyson with Roll Call and Agenda Review

**Members Present:** Susan Dyson, Rebecca Doster, James Adams, Brian Mahon, Diana Reeves, Laura Slaymaker, Barry Kauffman BOC Liaison

### **Members Not Present:**

**Staff Members Present:** Joyce Sands, Library Director; Alli Salimbeni, Deputy Director

**Additions to the Agenda -** none

**Public Comment –** No public present

**Motion** to approve the Minutes of the October 2023 meeting was made by Laura Slaymaker, seconded by James Adams and unanimously approved.

**Fundraising Report –** Reminder of Extra Give Event on November 17, 2023, from 12 am through midnight.

The Annual Appeal letter will be mailed this Friday, November 17.

### **Committee Reports**

**Executive –** no report

**Personnel Compensation, and Benefits –** no report

**Finance – Motion** requested to approve the transfer of funds from the Manheim Township Public Library Foundation Escrow account to Manheim Township for Library operations. **Motion** to table for further review of the current financials was made by Brian Mahon, seconded by Laura Slaymaker, and passed unanimously.

**Motion** to approve the transfer of \$50,000.00 from the Manheim Township Public Library Foundation Fulton Bank checking account to Manheim Township for Library operations was made by Brian

Mahon, seconded by Rebecca Doster, and unanimously approved. Joyce Sands, Library Director will verify process for updating the authorized Fulton account signers

**Motion** to approve spending the 2023 EITC contribution of \$400.00 from Gibble, Kraybill, & Hess, LLP, on the EITC-approved programs for the 2023/2024 program cycle was made by Brian Mahon, seconded by Laura Slaymaker, and was unanimously approved.

Brian Mahon, Finance Committee chair reported that he is now able to review our linked information with Lancaster County Community Fund.

All paperwork with Montag & Caldwell, our Endowment Fund investment managers has been submitted and is up to date with the MTPLFB current officers.

**Nominating** – Susan Dyson reported that we did not receive a response to our second request from the BOC regarding an appointment to the MTPLFB.

**Personnel, Compensation, and Benefits** – no report

**Facilities** – The path lighting by the side of the library leading to the Stoner parking area has been completed.

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

**Pulkrabek** – With the success of the October Nature Walk, another nature related event is being researched by Katy Basile, Adult Services Manager.

**Library Director's Report Highlights** – On November 8, 2023, Library Directors received an email from the Library System of Lancaster County, (LSC) informing them that the formula for the distribution of State Aid would not be updated for 2024. The email stated that the System Board may decide to tweak the formula; but did not offer specifics. This has been disappointing news for the library. Alli Salimbeni, Deputy Director will be attending the LSLC Board meeting this evening to learn more.

The Passport service revenue has reached \$90,000. That is the amount budgeted in the 2023 Township budget. Passport Coordinator Hillary Denlinger and Passport Agent Kristan Knarr are doing an excellent job and client feedback has been very positive.

It was announced that Alli Salimbeni was promoted from Technology Circulation Manager to Deputy Director effective October 6th. Her former position is now open and will be advertised.

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

**Old Business** – We are still waiting for an answer from Rick Kane, Manheim Township Manager regarding the inclusion or the necessity of the MTPLFB officers and members in the Manheim Township Liability Plan.

**New Business** – It was requested that Joyce Sands, Library Director inquire about the need for the MTPLFB members to have Manheim Township emails.

**3 Points for the Commissioners:**

1. Passport Goal met for 2023 in the amount of \$90,000.
2. Path lighting beside the library completed
3. Halloween event registrations filled and the event was well received

**Motion** to adjourn at 6:06 PM by unanimous consent. **Next meeting in Morgan Center of MTPL, December 13, 2023, at 5:30 PM.**

Recorded by Rebecca DoRecorded by Rebecca Doster