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Manheim Township Public Library Foundation Board Meeting

Date: 12/13/2023 **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, Barry Kauffman BOC Liaison

Members Not Present: all present

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

Additions to the Agenda - James Adams requested the status of financial reports for October.

Public Comment – a student in the Leadership Lancaster Program was in attendance for a class requirement of observing a public board meeting.

Motion to approve the minutes of the November 2023 meeting was made by Diana Reeves, seconded by James Adams and unanimously approved.

Fundraising Report – The Lancaster County Community Fund Extra Give Event held on November 17, 2023, were shared. 195 Donors contributed \$14,621.00 to the MTPLF. After all contributions are tallied any stretch pool available monies will be added to the final total. The contributions will be distributed in January 2024. The 2023 totals are a bit higher but similar to the 2022 contributions with fewer donors. Proceeds from this effort will be deposited into the Fulton Bank checking account.

The 2024 Fundraising Calendar was presented. Some of the events listed, such as the Summer Reading Program Celebration and the Annual Book Sale, will need many volunteers. The MTPLFB are encouraged to reach out to their contacts and friends who may be interested in serving at one or more of the events.

Committee Reports

Executive – no report

Personnel Compensation, and Benefits – no report

Finance – The October financial reports will be shared when the information is available from the Finance Department of Manheim Township.

Motion to approve spending the 2023 EITC contribution of \$1,000 from Fulton Bank on EITC-approved programs for the 2023/2024 program cycle was made by Brian Mahon, seconded by Rebecca Doster and approved unanimously.

Motion to approve the purchase of Employment Practices Liability and Directors and Officers Insurance using MTPLF funds, in the amount of \$770 from Engle-Hambright & Davies, Inc. was made by Brian Mahon, seconded by James Adams and unanimously approved.

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.

Nominating – no response had been received to our second requests from the BOC regarding an appointment to the MTPLFB. A new process for advertising and selecting committee members will begin in January 2024.

Personnel, Compensation, and Benefits – no report

Facilities – an electrical issue had been reported earlier in the month and successfully addressed.

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

Pulkrabek – no report

Library Director's Report Highlights – Rennae Newman, Grant Writer/Fundraiser was selected by the MT Employee Recognition Committee as Employee of the Month. She will receive the award at the December 11th meeting of the BOC.

The Lititz Public Library will go fine free on juvenile and young adult collection items effective January 1, 2024. Possible impact to MTPL could include patrons migrating to the Lititz Public Library or residents requesting MTPL to adopt the same policy. Rick Kane, MT Manager, has been notified in case the BOC were asked about it. A concern to MTPL would be a reduction of revenue.

Alli Salimbeni, Deputy Director, has assumed responsibility for financial functions including coding, invoices, creating check requests, preparing monthly credit card statements, and managing deposits for MTPL. A new MT Finance Director will begin employment in 2024.

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

Old Business – At the request of MTPLFB members in October, Joyce Sands, Library Director asked Rick Kane of the possibility of issuing MT email addresses to the MTPLFB members. Manager Kane responded in the negative as the Township does not issue any Board or Commission members with MT emails.

New Business – The MTPLFB suggested that the Zoom connection stay available to the MTPLFB for monthly meetings. It would be helpful for the FB to have all in attendance for a quorum. A

suggestion was also made that a request be made for the purchase of an “Owl” to be housed at the library. It could serve the purpose for sharing other appropriate activity.

The MTPLFB expressed sincere appreciation for the service of outgoing FB member, Laura Slaymaker. She was a strong supporter and frequent volunteer of her personal time at the library throughout her tenure. We hope to see her at future programs and events.

3 Points for the Commissioners:

1. Book Spot success
2. Extra Give 2023 contribution total
3. A \$50,000 donation was received to the Endowment Fund from a long-time supporter of MTPL.

Motion to adjourn at 6:26 PM by unanimous consent. **Next meeting in Morgan Center of MTPL, January 25, 2024, at 5:30 PM.**

Recorded by Rebecca Doster