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Diana Reeves
Laura Slaymaker
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Manheim Township Public Library Foundation Board Meeting

Date: 08-24-2024 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

Members Not Present: Laura Slaymaker

MT Board of Commissioner Liaison Present: not present

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

Additions to the Agenda – None

Public Comment – no public comment

Motion to approve the minutes of the July 2024 meeting was made by Jim Adams seconded by Brian Mahon and unanimously approved.

Fundraising report- 2024 Summer Reading Celebration – This year's event was very successful. The weather was great, all scheduled food trucks and performers showed up, and attendees were very appreciative.

Fall Harvest Book Sale – Will be held in the Morgan Center Saturday, September 14th – Thursday, September 19th.

Amazon Account – Recently, Amazon instituted a new requirement for sellers, proof of liability insurance. Working with the Township and its insurance carrier, we were able to comply before the account was deactivated.

Committee Reports

Executive – no report

Personnel Compensation, and Benefits – no report

Finance – the Finance Committee will schedule a meeting to review MTPLF account balances and consider amount to transfer to general fund for Library operations.

Motion to move RLPS Architects Sponsorship (\$250) from GL 41-387763 Foundation Fundraising Revenue to Library Revenue GL 01-368-719 Used Book Sale for the cost of books used as a prize for the Library Scavenger Hunt was made by Brian Mahon, seconded by Rebecca Doster and unanimously approved.

Motion to transfer Allegra Sensenig \$500 donation from MTPLF GL 41-387-765 Contributions/Gifts to MTPL GL 01-387-810 Restricted Gifts/Memorials made by Brian Mahon, seconded by James Adams and unanimously approved. This gift may be used for an item currently needed.

Nominating – no change in status

Personnel, Compensation, and Benefits – no report

Facilities – no report

Endowment – no report. With the recommendations of the MT Board of Commissioners continuing discussions, the Endowment Committee may also have membership changes and expansions.

Pulkrabek – A suggestion has been made for the Pulkrabek Fund to sponsor the seed collection and exchange program currently in planning stage. A consensus was reached by the MTPLFB to do this. There will be a motion prepared for the next month agenda.

Library Director's Report Highlights – For the 2025 budget proposals, Joyce Sands, Library Director, is proposing to increase revenue, an additional Passport Agent be hired to cover hours when there is not currently an agent on duty, Wednesday evenings and Thursdays during the day.

Library System of Lancaster County (LSLC) Executive Director Karla Trout informed Directors that the LSLC Board accepted the recommendations of the *Advancing with Purpose Study*. As a result, library service areas and funding distribution formulas will not change. This is a disappointing outcome. The LSLC board approved a new strategic plan based on the Study, which has not been shared with Library Directors. Joyce has requested a copy of the study.

Updated library policies, with input from managers, have been submitted the Library Policy Manual to the Township Solicitor for legal review.

The greeter's desk has been moved from the front door to the area outside the Director's office and repurposed as a reference desk. It will be staffed most open hours by the Library Services Manager and Adult Services Manager who will provide in-person reference service to patrons and support the circulation desk during busy periods.

Individuals with Developmental Disabilities (IDD) and Autism – New Library Services Manager Hannah Stere is researching services for adults with developmental disabilities and autism to increase accessibility. There is \$12,000 in the 2024 capital budget for this project. FB member, Diana Reeves suggested contacting IU 13 for additional input. FB member, Brian Mahon, also suggested reaching out to a social worker contact of his.

Other highlights of June can be found in the Library Director's report.

Old Business – Board discussion about Board of Commissioners' recommendation to split MTPLF board into two separate boards is ongoing. The MTPLFB has not received the proposal in writing as of this meeting, but it is expected before the next MTPLFB meeting in September for review.

Brian met with a representative from the Lancaster County Community Fund, at no cost, to discuss options for improving the Endowment Fund growth and resources for further discussion. Discussion has been requested for the September Meeting of MTPLFB.

New Business – **Motion** to approve the Manheim Township Public Library Board schedule of 2025 with meeting dates on the fourth Wednesday of the month at 5:30 p.m. at the Public Library, 595 Granite Run Drive. They will meet on Wednesday, November 19th due to Thanksgiving, and Wednesday, December 17th due to Christmas was made by Rebecca Doster, seconded by Brian Mahon and approved unanimously.

3 Points for the Commissioners:

- Revenues from the Book Spot have increased to \$6263 from July of 2024, from \$1543 in July of 2023.
- The cancer collection remains very popular in terms of circulation.
- Summer Programming has been very successful this year. Below are the breakdown of program opportunities for our community:
 - 94 preschool programs including story times and free plays.
 - 27 programs ranging from STEM, gaming, art, and nature for youth ages 6-19.
 - 6 large community events including one musician, 3 animal encounters, 1 clown/juggler, and the Harry Potter Celebration.

Motion to adjourn at 6:29 PM by unanimous consent. **Next meeting in Morgan Center of MTPL, September 28, 2024, at 5:30 PM.**

Recorded by Rebecca Doster