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| MTPL Foundation Board |
| <i>Janet Carroll-President</i> |
| <i>James Adams-Vice President</i> |
| <i>Brian Mahon-Treasurer</i> |
| <i>Susan Robertson-Secretary</i> |
| <i>Beth Crosby-Board Member</i> |
| <i>Ryan Tomsheck-Board Member</i> |
| <i>Phillip Caramenico-Board Member</i> |

Manheim Township Public Library Foundation Board Meeting

Date: 4-23-25 **Time:** 5:30 PM **Location:** Morgan Center of MTPL

Meeting was called to order at 5:30 PM by Janet Carroll with Roll Call and Agenda Review (without additions). New Board members were introduced. All members introduced themselves to the group and provided a brief statement about why they sought membership on the board.

Members Present: James Adams (on Zoom), Brian Mahon, Janet Carroll, Susan Robertson, Beth Crosby, Ryan Tomsheck, and Phillip (PJ) Caramenico.

Members Not Present: N/A

MT Board of Commissioner Liaison Present: Celso Mesias

Staff Members Present: Joyce Sands, Director; Alli Salimbeni, Deputy Director; Rennae Newman, Grant Writer/Fundraiser.

Guests: Nathan Buckwalter, Manager of Book Spot

Public Comment—None

Motion to approve the minutes of the February 2025 board meeting was made by Brian Mahon, seconded by Beth Crosby and unanimously approved.

President's Report:

- Discussed the resources offered by the Library Friends and Trustees Institute and suggested that board members explore these offerings. A link to these resources will be sent to all members.
- Clarification of the role MTPLF was discussed so it is clear to all what decisions we are entrusted to make. Our role is different than many other library boards as we are integrated with MT Board of Commissioners (BOC).
 - MTPLF makes the final decisions regarding book challenges brought by the public.
 - The BOC is responsible for decisions regarding individuals banned from the library.
 - We authorize payment for various needs from the MTPLF resources.
 - We may affirm decisions made by the MT manager and the BOC.
 - We may express our disagreement with MT manager or BOC.

Book Spot Report 2024: Nathan Buckwalter reported 2024 Book Spot sales of about \$27,000. Book Spot offers 50 different categories of books. As the Amazon group will no longer offer books with a value

of less than \$10.00, more books will now be available to Book Spot. Mr. Buckwalter said that he will not put a book out for sale that he would not buy himself. Book donations are down which impacts the offerings at Book Spot. The Board expressed their appreciation for all of Mr. Buckwalter's efforts in the Book Spot.

Fundraising: Rennae discussed the quarterly book events which have supplanted the annual book sale. This year is an experiment to see how this new plan works. YTD book sales are over \$15,000. These quarterly events are held in the library and should strengthen the public's connection to the MT library. Rennae presented a tentative schedule for the August 16 Summer Reading Celebration event. She also discussed the possibility of the Library's 15th Anniversary Celebration, hosted by MTPLF, be held in conjunction with the Summer Reading Celebration. We plan to send postcards to donors advertising the SRP event. Board members would need appropriate clearances in order to help with the event. Alli Salimbeni will mail the information regarding clearances to all board members.

Motion to explore the possibility of the MTPLF hosting a 15th Library Anniversary Celebration event was made by Brian Mahon, seconded by Beth Crosby and unanimously approved.

Motion to approve accepting \$500 contribution from Krasno, Krasno & Onwudinjo Community Partnership sponsor and transferring from Foundation: Fundraising Revenue (41-387-763) to Library: Restricted Gifts (01-387-810) to be used for youth programming. Motion moved by Susan Robertson, seconded by Brian Mahon and unanimously approved.

Motion to approve accepting \$4000 grant award from Abigail L. Longenecker Memorial Foundation for the *Mind Matters: Promoting Teen Wellness through Library Programs and Resources* initiative. Funds to be deposited in Foundation: Grants (41-387-766). PJ Caramenico moved the motion, Beth Crosby seconded and unanimously approved.

Committee Reports: Janet Carroll

- **Executive**— The goal over the next year is to split the current MTPLF board into two separate boards which separates fundraising from operations. Dwight Yoder, the solicitor for MT will be drafting the bylaws for these boards. A decision was made to establish an ad hoc bylaws committee to facilitate this change. Members will include PJ Caramenico, chair, Jim Adams and the Finance Committee, Brian Mahon and Ryan Tomsheck.

Motion to establish an ad hoc Bylaws Committee was moved by Brian Mahon, seconded by PJ Caramenico and unanimously approved.

- **Finance**—Brian Mahon
 - **Motion** to approve the transfer of LCCF available grant funds of \$783.56 from Manheim Township Public Library Endowment-Agency account to the Manheim Township Public Library Foundation Fulton Checking account. Motion moved by Brian Mahon, seconded by PJ Caramenico, and unanimously approved.

- **Motion** to approve the transfer of LCCF available grant funds of \$5,228.65 from Manheim Township Public Library Fund Designated account to the Manheim Township Public Library Foundation Fulton checking account. Motion moved by Brian Mahon, seconded by Ryan Tomsheck, and unanimously approved.
- **Motion** to approve the transfer of LCCF available grant funds of \$1,038.96 from Manheim Township Public Library Jay R. Frey Endowment Fund account to the Manheim Township general fund for the purchase of periodicals. Motion moved by Brian Mahon, seconded by Beth Crosby, and unanimously approved.
- **Motion** to approve payment of \$75.60 for donor lunch on 4/16/2025. The expense will be charged to the Foundation: Fundraising Expenses account (41-401-421) and reimbursed to the Township from the Foundation Fulton checking account. Motion moved by Brian Mahon, seconded by Ryan Tomsheck.
- Brian reviewed the various accounts and noted that given the volatility of the markets the Charles Swab account is down in value.
- **Nominating, Personnel**—nothing to report.
- **Facilities**—nothing to report.

Old Business—The creation of two boards, MTPL and MTPLF, should be complete by 1/1/2026. Separating the finances and financial processes, writing the new bylaws for both boards, publicizing the separation to the community and explaining the benefits of this new arrangement are the objectives for this year. We have interviewed the other three MT foundations, K-9, Fire/Rescue and Police and gotten valuable information about their experiences.

New Business—A proposal for a countywide library tax is under consideration. A referendum for this tax would be put to a county-wide vote provided all county libraries endorse the tax. Joyce Sands explained her concerns that the tax revenue may not be distributed fairly and she recommended that we not support the library tax referendum proposal.

Motion to reject the library tax referendum proposal was moved by PJ Caramenico, seconded by Brian Mahon and unanimously passed.

Executive Director's Reports —Reports for March and April were submitted as the board did not meet in March. See Library Director's reports of details. No questions or concerns were voiced.

Motion affirming the recommendation to authenticate Hoopla e-resources using Municipality instead of Home Library in the Integrated Library System and allowing access to patrons residing in the Municipality of Manheim Township and East Lampeter Township. Motion moved by Janet Carroll, seconded by Brian Mahon and unanimously passed.

Motion affirming recommendation that the Home Library field equal Municipality in the Integrated Library System. Motion was moved by Janet Carroll, seconded by PJ Caramenico and unanimously approved.

Three Points for Manheim Township Board of Commissioners

1. The library Board affirms the BOC decision to designate an individual's Home Library by their municipality rather than by their preference. Additionally, the Library Board supports the BOC's position in opposing the countywide library tax referendum.
2. The MT library has received a \$4000 grant award from the Abigail L. Longenecker Memorial Foundation for the Mind Matters: *Promoting Teen Mental Wellness through Library Programs and Resources* initiative.
3. Used book sales YTD are \$15,000 and more donated books are needed to insure robust future sales.

Motion to adjourn at 7:35pm was made by PJ Caramenico and seconded by Beth Crosby and approved unanimously.

Next Meeting to be held in the Morgan Center of MTPL on May 28, 2025 at 5:30 PM.

Submitted by Susan Robertson, Secretary