

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: 5-28-25 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).

Members Present: Janet Carroll, Brian Mahon, Susan Robertson, Ryan Tomsheck, and Phillip (PJ) Caramenico.

Members Not Present: Jim Adams, Beth Crosby

MT Board of Commissioner Liaison, Celso Mesias, not present

Staff Members Present: Joyce Sands, Director and Alli Salimbeni, Deputy Director

Guests: None

Public Comment—None

Motion to approve the minutes of the April 2025 board meeting was made by PJ Caramenico, seconded by Brian Mahon and unanimously approved.

Fundraising: Joyce Sands spoke on Rennae Newman's behalf. The Summer Sun and Reading Fun Book Event will be held June 14, and June 16-18 which is a fundraising event. The 4th Annual Pop-up Silent Auction will begin June 16th and bidding will close on June 28 at Noon. There will be no online bidding for the event. Finally, planning is underway for the Summer Reading Celebration on August 16. Postcards regarding the event will be mailed to promote the event.

Committee Reports: Janet Carroll

- **Executive:** nothing to report.
- **Finance**
 - MOTION to Approve the expenditure of the \$5,000 contribution from Orrstown Bank through the EITC program for approved programs during the 2025/2026 school year, including the 2026 Summer Reading Program. Made by Brian Mahon and seconded by PJ Caramenico and passed unanimously.

- MOTION to expend \$4,000 from the Abigail L. Longenecker Memorial Foundation for expenses related to the Mind Matters: Promoting Teen Mental Wellness Through Library Programs and Resources program. Expenses will be coded to Foundation Expenses: Grants – Youth Services (General Ledger Account # 41-401-220.05). Made by Brian Mahon and seconded by PJ Caramenico and passed unanimously.
- ⊖ **Accounts performance Review:** The Fulton Bank balance as of today is \$57,920.29 and the Montag & Caldwell/Charles Swab endowment fund balance is \$221,539.38. Nothing to report on the Lancaster County Community Fund accounts. The balance of available funds for the Pulkrabek Enrichment Series was shared, pending confirmation from the Township Finance Department.
- The goal is to move towards a budgeting process that sets fundraising goals and estimates expenses.
- **Bylaws:** A meeting has been set to meet MT manager Rick Kane next week to clarify next steps related to bylaws.
- **Nominating:** Nothing to report.
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- **Facilities**
 - After consideration a decision has been made to not have the 15th Anniversary event in conjunction with Summer Reading Event.
 - The 15th Anniversary event will be held on September 13 on the first day of the Fall Book event from 2:00-4:00pm. Refreshments will be served and remarks will be made at 3:00pm. Historical pictures will be displayed as well as a slide show documenting the history of the library.
 - The event will announce the formation of the two library boards.
 - The press will be notified about the event.
 - Susan Robertson, Beth Crosby, and Janet Carroll will work with Rennae to develop an invitee list for the event.
 - RSVPs will be required of those invited and this information will be stored in a Google Doc maintained by Susan Robertson.

Old Business—The creation of two boards, MTPL and MTPLF, should be complete by 1/1/2026. Separating the finances, 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.

New Business—With the creation of the two library boards, a strategic planning process for both boards is necessary. Clear expectations for both boards are essential. The last strategic plan from 2019 is available for review and may serve as a starting point for the strategic planning process. We may decide to use a consulting firm to assist in this process. PJ Caramenico and Brian Mahon will contact firms and explore the costs for such work.

Executive Director's Reports —The Report for May was submitted to board for review. Effective June 1 Hoopla will authenticate based on municipality instead of Home Library. Only Manheim Township and

East Lampeter Township residents will now have access to these online resources through MTPL. Those users of Hoopla outside of these two municipalities may voice their dissatisfaction with this change.

Final Comments: Janet encouraged all board members to support and attend library events including the upcoming silent auction and the Summer Reading Event.

Three Points for Manheim Township Board of Commissioners

1. We are in need of fiction books for the summer book event and encourage all to donate.
2. The BOC is encouraged to participate in the Silent Auction which begins June 16.
3. The BOC was notified about the August 16 Summer Reading Event.

Motion to adjourn at 6:42 pm.

Next Meeting to be held in the Morgan Center of MTPL on June 25, 2025 at 5:30 PM.

Submitted by Susan Robertson, Secretary