

MTPL Foundation Board

*Janet Carroll-President
James Adams-Vice President
Brian Mahon-Treasurer
Susan Robertson-Secretary
Beth Crosby-Board Member
Ryan Tomsheck-Board Member
Phillip Caramenico-Board Member*

Manheim Township Public Library Foundation Board Meeting

Date: 7-23-25 Time: 5:30 PM Location: Morgan Center of MTPL

Meeting was called to order at 5:34 PM by Janet Carroll. Roll Call ensued and an Agenda Review yielded no additions.

Members Present: Janet Carroll, James Adams, Brian Mahon, Susan Robertson, Beth Crosby, Ryan Tomsheck; and Phillip Caramenico.

Members Not Present: None

MT Board of Commissioner Liaison, Celso Mesias: present

Staff Members Present: Joyce Sands, Director and Katy Bassile, Adult Services Manager

Guests: None

Public Comment—None

Motion to approve the minutes of the June 2025 board meeting was made by PJ Caramenico, seconded by Ryan Tomsheck and unanimously approved.

Fundraising:

- **MOTION** to move \$250 RLPS Architects Sponsorship from 41-387-763 Foundation Fundraising Revenues to 01-387-765 Library Contributions for the purchase of prize books for the Summer Reading Celebration Scavenger Hunt. Motion moved by Brian Mahon, seconded by Jim Adams and unanimously approved.

Joyce Sands spoke on Rennae Newman's behalf who is looking for more volunteers, sponsors and vendors for the Summer Reading Celebration on August 16, 2025. Members will be sent an email with slots where help is needed. All participating must have their clearances in order. All are encouraged to participate. The June silent auction was a success yielding revenue in excess of \$9000. The September book sale event has been cancelled due to a lack of donations. The December event, "Gifts and Great Reads!" will be held 12/6 and 12/8-12/10. More information about this event will follow.

Committee Reports: Janet Carroll

- **Executive:** nothing to report.

- **Finance: Accounts performance Review:** The Fulton Bank balance as of today is \$69,466.70 and the Endowment Fund balance (Charles Swab) is \$230,480.58. The LCCF quarterly account balance was unavailable. The Pulkrabek Enrichment fund remains unchanged from last month.

MOTION to engage McKonly & Asbury to perform accounting services for MTPLF effective January 2026 was moved by Brian Mahon, seconded by PJ Caramenico and unanimously approved.

- **Bylaws:** Nothing to report
- **Nominating/Personnel:** Nothing to report.
- **Facilities:** Nothing to report.

Old Business—

- The MTPL Fifteenth Anniversary celebration will be a stand-alone event as the book event has been cancelled.
 - The goal is to have a list of invitees ready by the middle of July. Members of the board are encouraged to invite anyone who has an interest in the MTPL. Names should be submitted to Janet so they can be invited.
 - Invitations using EventBrite and postcards will be sent by the middle of August.
 - An article about the anniversary celebration will appear in the Merchandiser prior to the event which may result in some folks attending who were not on the invitee list.
 - Oaktree Outdoor Advertising has offered to publicize the 15th anniversary of the MTPL on the Fruitville Pike billboard at the Overlook Campus entrance.
 - The caterer has asked for a head count by September 1st.
- Separation of the boards continues and will be finalized by January 1, 2026. Discussion about the consulting proposals provided by coLAB and Beam ensued. The consultant selected will help us determine our mission, vision, goals and tactics.
 - Jim Adams summarized his review as follows:
 - Beam would work with the entire board while coLAB preferred to work with a planning committee.
 - appears to better understand our situation and has a better process while Beam's proposal painted with a broad brush.
 - coLAB agreed to speak with six stakeholders with two follow-up sessions while Beam proposed to meet with two stakeholders without follow-up sessions.
 - coLAB has worked with the big nonprofit players in Lancaster.
 - coLAB's proposal costs \$8500 while Beam's proposal costs \$10,000.
 - Jim recommends coLAB provided they agree to work with the entire board rather than a committee.

MOTION to approve coLAB as the consultant for the above work provided they agree to work with the entire board was made by PJ Caramenico, seconded by Susan Robertson and unanimously approved.

- Janet stated that our primary goal is to move MTPLF funds from MT to MTPLF accounts on January 1, 2026. We will all serve on both boards in January to provide continuity.

The two boards will have different terms but initially we will conduct the business of both boards with one board meeting followed immediately by the other board meeting.

New Business—None

Executive Director's Report –The Report for July was submitted to board for review. The 2024 Annual Report was submitted to the Office of Commonwealth Libraries and was approved at the State and Federal levels. The report clearly shows the funding disparity between MTPL and the Lancaster Public Library (LPL as State Aid for the MTPL is \$189,504 versus \$400,973 for LPL even though physical items circulated at MTPL far exceeds that of LPL.

We are more than halfway through the Summer Reading Program. Rennae could use volunteers to help with processing book donations every Friday morning. Donations of puzzles, games and other media are strongly encouraged. Efforts to convert part time staff to full time continue. A meeting with the Library Director and the MTPLF Board Finance Committee will be scheduled to discuss the upcoming financial changes.

Janet reviewed Action Items:

- Joyce will follow up on the 15th Anniversary invitations and determine when the final count is needed for the caterer.
- Janet will contact coLAB to inform them that their proposal has been approved. She will contact Beam and advise them of our decision.
- PJ will engage with the accounting firm selected to do work for the MTPL Foundation Board.
- Brian will follow-up with Oaktree about the billboard offer marking the MTPL 15th anniversary.

Three Points for Manheim Township Board of Commissioners

1. MTPL averages 660 visits per day Monday through Saturday.
2. Jessie the Reptile Guy and Ryan the Bug Guy made appearances at the library this summer as a part of the Summer Reading Program.
3. Donations of books, games, puzzles and other media are strongly encouraged.

Motion to adjourn at 7:04 pm was made by PJ Caramenico and seconded by Jim Adams and approved unanimously.

Next Meeting to be held in the Morgan Center of MTPL on August 27, 2025 at 5:30 PM.

Submitted by Susan Robertson, Secretary