

MTPL Foundation Board*Phillip Caramenico-President**James Adams-Vice President**Brian Mahon-Treasurer**Susan Robertson-Secretary**Beth Crosby-Board Member**Ryan Tomsheck-Board Member**Janet Carrol-Board Member***Manheim Township Public Library Foundation Board Meeting***Date: 9-24-25 Time: 5:30 PM Location: Morgan Center of MTPL*

Meeting was called to order at 5:30 PM by PJ Caramenico. Roll Call ensued and an Agenda Review yielded two additions:

- Defining a quorum for meetings which, according to the MT solicitor, can be met by members attending in person as well as via Zoom. Given this decision we had a quorum to conduct this meeting.
- A reminder that the kick-off meeting with coLAB will be on Thursday, October 1st at 11:00AM via Zoom.

Members Present: James Adams, Susan Robertson, and Phillip Caramenico. Janet Carroll and Brian Mahon attended by Zoom.

Members Not Present: Beth Crosby and Ryan Tomsheck

MT Board of Commissioner Liaison, Celso Mesias: absent

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

Guests: None

Public Comment— No public comment. Two individuals were present.

MOTION to approve the minutes of the August 2025 board meeting was made by Jim Adams, seconded by Janet Carroll and unanimously approved.

Fundraising: Joyce Sands spoke on Rennae Newman's behalf and discussed the upcoming Annual Appeal and the Extraordinary Give in November. The Annual Appeal requires a physical mailing, wording to be finalized by PJ Caramenico, and may include an explanation about the imminent library board split.

Committee Reports: PJ Caramenico

- **Executive--** nothing to report.
- **Finance**
 - **MOTION** to approve Annual Appeal design, printing, and mailing costs NOT TO EXCEED \$3,200 to be charged to MTPLF. The motion was moved by Brian Mahon, seconded by Janet Carroll and unanimously approved.

- Fulton account balance-\$65,779.96
- Endowment Fund balance-\$236,487.22
- LCCF quarterly account balances for Q2:
 - Jay R. Frey-\$27,148.89
 - Designated-\$136,828.80
 - Agency-\$20,544.96
- Pulkrabek Enrichment Series-no change
- **Bylaws**—Efforts continue to draft the new bylaws for the MTPL Foundation board.
- **Nominating, Personnel**—A list of prospective MTPL board members is being developed in an effort to add new members to the board. The MTPL board according to the Library Code fixes board size at a minimum of five members and a maximum of seven. The MTPL Foundation board could be larger than the MTPL board and can be set in the bylaws.
- **Facilities**—nothing to report.

Old Business

- The goal to have the boards split by January 1, 2026 remains and efforts continue to meet that objective.

New Business

- **MOTION** to approve the 2026 board meeting dates was moved by Jim Adams, seconded by Janet Carroll and unanimously approved.

Executive Director's Report –

- The lighting control system study has been completed and the repairs to the system will cost approximately \$38,000.
- New MTPL merchandise is now available for sale and includes water bottles and tote bags. A larger tote bag will be ordered as well.
- MTPL will be hosting the Library System of Lancaster County Board meeting on October 16 at 6:30PM. If anyone wishes to attend they are encouraged to do so.
- Two Dudes Painting Company has been contracted to paint the exterior siding and stain the wood beams.
- DSC Solutions has been contracted to do deep scrubbing of the concrete floors to remove the layer of grime, tape residue, and gum that has accumulated over the years.

Three Points for Manheim Township Board of Commissioners

1. Book donations are needed with an emphasis on fiction.
2. New MTPL merchandise is now available for sale and library tours as a fundraising initiative was discussed.
3. The MTPL Foundation Board bylaws are being expedited in anticipation of the board split being completed by January 2026.

Meeting adjourned at 6:12pm.

Next Meeting to be held in the Morgan Center of MTPL on October 22, 2025 at 5:30 PM.

Submitted by Susan Robertson, Secretary