

MTPL Foundation Board
<i>Phillip Caramenico-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>Janet Carroll-Board Member</i>

Manheim Township Public Library Foundation Board Meeting

Date: 10-22-25 **Time:** 5:30 PM **Location:** Morgan Center of MTPL

Meeting was called to order at 5:30 PM by Brian Mahon in place of PJ Caramenico. Attendance was taken. There were not additions to the agenda and no public comment.

Members Present: James Adams, Susan Robertson, Brian Mahon, Ryan Tomsheck and Beth Crosby.

Members Not Present: PJ Caramenico, Janet Carroll

MT Board of Commissioner Liaison, Celso Mesias: Present

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

Guests: Carol Gifford, Manheim Township Commissioner, 3 members of the public

Public Comment— No public comment.

MOTION to approve the minutes of the September 2025 board meeting, with a correction on the second page, was moved by Brian Mahon, seconded by Jim Adams and unanimously approved.

MOTION to accept Janet Carroll's resignation from the board was moved by Ryan Tomsheck seconded by Jim Adams and unanimously approved.

Fundraising: Joyce Sands spoke on Rennae Newman's behalf and discussed the DCED (Department of Community and Economic Development) Grant Application for \$25,000 to fund various programs and equipment. MTPLF will participate in the Extra Give Event on 11/21 using the new MTPLF bank account. The Books and Bags Silent Auction will run from November 24 through December 6. Finally, December Gifts & Great Reads Book Event will occur December 6 and December 8-10.

Committee Reports: Brian Mahon

- **Executive**-- nothing to report.
- **Finance**
 - **MOTION** to approve payment of \$70 to the H&H Group for posters and yards sings for promoting the 2025 Extraordinary Give to be paid by MTPLF was moved by Brian Mahon, seconded by Jim Adams and unanimously approved.
 - Fulton account balance-\$65,477.21

- Endowment Fund balance-\$239,131.30
- 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** –PJ Caramenico had circulated a draft bylaws document to board members prior to the meeting. Jim Adams stated that we did not have adequate time to review the document and suggested that we table the motion until the next meeting. Brian Mahon countered that this was not a final draft but merely a starting point to jump start the process.

MOTION to approve submission of draft MTPLF Bylaws to the Township Solicitor for review was moved by Brian Mahon and seconded by Ryan Tomsheck. Brian Mahon, Ryan Tomsheck, Beth Crosby and Susan Robertson voted in favor of the motion. Jim Adams opposed the motion.

- **Nominating, Personnel**—recruiting for additional people to serve on both boards continues.
- **Facilities**—Joyce Sands reported that exterior painting and staining has been completed. Carpet cleaning is scheduled for October 26. She will be meeting with Public Works and the cleaning service to discuss the process and timeline for cleaning and restoring the concrete floors.

Old Business

- A coLAB retreat date was tentatively set for December 17 for a period of five hours commencing at noon.
- Efforts to create two separate library boards, one focused on operations and the other on fundraising continue.

New Business --None

Executive Director's Report –

- Joyce Sands and Alli Salimbeni attended the quarterly MT leadership retreat for all departments and received training on the Family Medical Leave Act, Americans with Disabilities Act, Worker's Compensation and other topics.
- The US Department of State may decertify libraries as passport acceptance agencies as non-profits should never have been certified to provide this service. Since MTPL is a department of municipal government our passport services should not be affected by this change.
- There has recently been a significant increase in the use of public computers at MTPL. The reason appears to be the reduction in adult public computers to four at the Lancaster Public Library. This is another reason why the library funding formula in the county needs to change.

Three Points for Manheim Township Board of Commissioners

1. More volunteers are needed to serve on the library boards.
2. Extra Give is scheduled for November 21 and donations are-encouraged.
3. A MTPL Foundation Board bylaws template will be submitted to the township solicitor for comment and review.

A motion to adjourn the meeting at 6:11pm was moved by Brian Mahon, seconded by Ryan Tomsheck and unanimously approved.

Next Meeting to be held in the Morgan Center of MTPL on November 19, 2025 at 5:30 PM.

Submitted by Susan Robertson, Secretary