

Manheim Township Library Board Meeting

February 23, 2011

The meeting was called to order at 5:32 pm by President Gary Graziano.

In attendance: Gary Graziano, Lisa Fulginiti, Marylou Barton, Robin Lapi, Katrina Anderson, Dan Coleman, Lori Dietrich, Jim Martin, David Miller, Jim Martin and Steve Bussanmas

Absent: None

The Board acknowledged Bob Sabatelli thanking him for his contributions to the Library's success. Bob was asked, and he accepted, to be an unofficial liaison to the County Library Board.

A motion was made to amend the Minutes of the previous Board Meeting to show it was on February 9, 2011 and then approved by Jim Martin. Seconded by Lisa Fulginiti. Motion passed.

- The Republican Committee for Manheim Township has endorsed two candidates for Commissioner. They are David Heck, who is a CPA, and a Mr. Kling, who is a retired surveyor. Neither has served on any community boards. Mr. Kling has expressed that he is against growth. Both were encouraged by the Republican Committee to look hard at the Library as its operating costs are way over the original plan. The Board members agreed that we must run the Library efficiently to win these people over.
- Directors Report – copy attached
 - Katrina and Dan were tasked to review the time it takes to assemble the statistics and recommend if some statistics could be more efficiently reviewed quarterly or semi-annually.
 - Katrina is to get with Dawn to question the items that are over budget YTD and the interest charges labeled Library. Could the heading be changed from "Library" to something else?
 - Change the Financial Report to "Budget YTD" versus "Actual YTD"
- Fundraising Report – Lisa Fulginiti
 - We are canceling the Iron Hill and Sweet Street Desert events.
 - We are adding a Business Person's Event on March 29.
 - The Fundraising Committee will issue a progress report on Fundraising actual revenues versus the budgeted amount.
- Grants:
 - Pioneer Hi-Bred Grant is submitted.
 - There were no Grant monies put into the budget.

- Café Report – Dan Coleman – See report attached
 - Steve Bussanmas made a motion to adopt the eight short term recommendations made by the committee along with a ninth, “Promote Teen use of the Library”. The motion was seconded by Lisa Fulginiti. The motion passed.
- Plan to grow the Volunteer Base – Katrina Anderson
 - There will be a Volunteer Tea on March 11 at 2:30 pm.
 - The goal will be to recruit 10 people for behind the desk and 5 additional to the Friends Group.
- 2011 Strategic Goals
 - Carol Simpson questioned the goals. Gary suggested a July meeting to update the goals.
 - We will set the July date at the next meeting.
 - Dan Coleman introduced the Strategic Plan Goals that the staff is pursuing – see attachment.
 - It will be the responsibility of the staff to initiate the plan and advise/amend as needed for success. Then feedback to the Board in support of the July meeting so new goals can be developed for the future.
 - Katrina/Dan will have a working session with the staff to review and roll out the Strategic/Operational Plan.
- Program Center/Meeting Room Policy and Fee Schedule – Katrina Anderson – see attachment.
 - David Miller made a motion to approve the Meeting Room Use Policy and Fee Schedule as presented. Lisa Fulginiti seconded the motion. The motion was approved.
- New Business
 - Gary will be gone the next meeting so David Miller will preside over the meeting.
 - Keith Greenwaldt's position has not been filled. Pam Oles gave her resignation due to an injury but she may come back as a volunteer.
 - System Board – Bob Sabatelli
 - That Board meets the third Tuesday of each month.
 - It is a new Board with Veronica Urdaneta as President.
 - They will name a new administrator shortly.
 - Their basic concerns will be Strategic Planning, getting back the \$250k lost to state budget cuts through private funding and becoming more involved with any new building renovations by system libraries.

A motion was made to adjourn at 7:45 pm by David Miller. The motion was seconded by Lisa Fulginiti. The motion was approved.

Minutes submitted by Steven Bussanmas