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Lisa Fulginiti - Secretary  
Marylou Barton  
Robin Lapi  
Carol Simpson

Lois Morgan - Emeritus

## **Manheim Township Public Library Foundation Board Meeting**

**Date:** 12/07/2011      **Time:** 5:30pm      **Location:** MT Public Library

### **Administration**

- **Call to Order, Roll Call & Agenda Review:**
  - All board members were present.
  - Also in attendance were Dan Coleman, Katrina Anderson, and Lori Dietrich.
- **Public Comment on December 7<sup>th</sup> Agenda:**
  - No members of the public were in attendance.
- **Minutes of Prior Meeting (November) and MOTION to Approve:**
  - Motion made by Marylou Barton and seconded by Jim Martin.

### **Current Business:**

- **Endowment and Annual Campaign:**
  - Lori Dietrich updated the Board on the progress towards the 2011 Endowment and Annual Campaign Goals.
  - The \$10,000 Endowment Fund match from the Lancaster County Community Foundation (LCCF) has been received and deposited into the Library's Endowment Fund with the LCCF.
  - The Year-End appeal is scheduled to be mailed mid-month.
  - Looking ahead to the first half of 2012, we are planning another chocolate-covered strawberry sale for Valentine's Day, a Breakfast with the Bunny for Easter, and our third annual Fore the Books Golf Outing on May 18<sup>th</sup>.
  - A major component of the Library's 2012 marketing strategy will focus on encouraging community members who have not visited the library yet to come in and discover the wide range of resources we have to offer.
- **Operating Budget Update:**
  - No changes since the last report.
- **2012 Hours of Operation:**
  - Saturday, we will add one hour of operation in the morning, with the new hours being 9AM to 4PM.
  - Thursday and Friday, the new hours for the Library will be 10AM-5PM, which adds three hours to Friday's schedule. Monday through Wednesday the hours remain unchanged.
- **Slate of Officers for 2012:**
  - The board discussed each person's availability to serve as officers for 2012.
  - A unanimous motion was made to recommend that Carol Simpson continue on the board with a new four-year term. (Motion made by Martin and



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seconded by Miller.)

■ Director's Report:

- Katrina Anderson reviewed her report, including currently submitted and planned expenditures.
- Looking ahead to 2012, the Director's goals include focusing on raising the number of cardholder residents in Manheim Township.
  - We will continue to seek opportunities to partner with students of area schools to support their causes and encourage them to sign up for library cards.
- Other highlights:
  - The Collection will exceed 40,000 active items by year end.
  - Volunteer hours exceed our goal by 12%.
  - We will soon hire two new part time staff.
- A motion was made to send a monthly report to the Township Commissioners after board approval. The first mailing will include the January statistics and Annual Report. (Motion made by Martin and seconded by Barton.)

■ Additional Topics:

- It was agreed that the December 2012 meeting will be held on 12/19/12. (Motion made by Fulginiti and seconded by Barton.)
- A letter will be sent to people with outstanding library fines as soon as possible. Katrina Anderson to update the board on her progress and plan at the January 2012 meeting.

■ Old Business:

- All additional agenda items are postponed to the next meeting.

**Adjourn**

■ The meeting was adjourned at 7:45 p.m. (Motion by Fulginiti, second by Barton.)

Cc: Board of Directors: M. Barton, L. Fulginiti, G. Graziano, R. Lapi, J. Martin, D. Miller, C. Simpson, L. Morgan

Cc: MT Staff: K. Anderson, D. Coleman, L. Dietrich, M. Rimer