

Manheim Township Public Library

Minutes – 4/9/08

The meeting was called to order by President Graziano at 6:32 PM

Members present: G. Graziano, D. Miller, ML Hester, A. Kerper, L. Gagnon, S. Bussamus (arrived at 7:55 PM)

Others present: J. Shreiner, K. Anderson, J. Martin, R. Sabatelli

D. Miller authorized to serve as acting Secretary in light of resignation of L. Skelly.

Capital Campaign Co-Chair J. Shreiner gave a positive report regarding the silent phase of the campaign. There are 10 people making calls and he is confident of ability to hit stated goal of 2.2 to 2.8 million. The public campaign is slated for the fall.

The minutes of 2/13/08 were approved on motion (Kepper/Miller w/ Gagnon – abstaining)

Minutes of meeting held on 3/12/08 - action on approval or amendment delayed until next meeting.

Minutes of meeting held on 3/26/08 approved on motion (Gagnon/Hester w/ Kerper – abstaining)

The next three monthly meetings established as 5/12, 6/11 and 7/9 on motion of Miller/Gagnon

Discussion was held on filling the open spot on the Board. No action was taken at this time.

It was reported that the breakfast with Senator Armstrong was delayed.

Executive Director Anderson reviewed the preliminary budget with the Board. Potential modifications were discussed. She will bring it back with more detail at a future meeting.

Discussion was held regarding projections for the 2009 and 2010 budgets. The need for an Annual Campaign to begin in 2009 with a goal of \$30,000 to \$50,000 was discussed.

Discussion was held regarding the formation of an Endowment Fund. Further research into 501c 3 statutes and the legal process is needed before taking official action.

The pending Book Sale at Overlook was discussed.

The need for additional public meetings of the Board was discussed and approved on motion of Kerper/Gagnon. The extra meeting will be held on the 4<sup>th</sup> Wednesday of each month.

K. Anderson requested response to SWOT be returned to her by 5/1 for first step in additional strategic planning.

K. Anderson gave her Executive Director's Report. The statistics continue to increase. The Friends Group has established Bylaws. A volunteer appreciation event will be held on 5/7 @ 9:30 AM at Stauffer Mansion.

Updates were provided regarding the Keystone Grant and the website.

R. Sabatelli provided an update on the County Library System.

G. Graziano reported on facilities issues. An RFP for architectural services will go out at the end of April with a selection due to be made in June.

Newsletter costs and frequency were discussed with a goal of distribution in July, August and November.

#### Old Business

The Board revisited a decision regarding strategic planning which was approved not to foreclose the possibility of using a facilitator at future strategic planning sessions. (Miller/Bussamus)

#### New Business

The Board unanimously acknowledged the excellent services and contributions provided by Linda Skelly and accepted her resignation with deepest regret. (Hester/Bussamus)

K. Anderson shared a positive letter received about Janet Bailey.

Meeting was adjourned at 8:50 PM (Miller/Bussamus)