

MANHEIM TOWNSHIP LIBRARY BOARD

MINUTES -- 7/9/08

Attendance: Graziano, Miller, Hester, Gagnon, <sup>Morgan</sup> Martin and Anderson.

Meeting called to order by President Graziano at 5:35 pm.

Township Solicitor McCarty presented an overview of the advantages and obligations of 501 c 3 status. He also provided a draft of Bylaws necessary to such status. Extensive discussion on these issues led to his request that any Board comments on the Bylaws be received by 7/15. He also requested an annual budget and projected future budgets be provided as part of the 501 c 3 application. It was agreed that review of the proposed Bylaws could occur at the 7/23 meeting.

A tentative agenda was approved for the 7/23 meeting (Martin/Bussanmus) and the next four meetings will occur on 7/23, 8/13, 8/27 and 9/10.

There was no public comment.

The Board received an update on the Capital Campaign and Exec Director Anderson presented her report which included the following items:

1. Use of Library continues to grow.
2. Budget on track for 2008.
3. Preliminary 2009 Budget prepared.
4. Discussed improving level of service to customers.

Board President Graziano requested a preliminary 2010 Budget and a 2 year staffing plan to cover the transition to the new building.

President Graziano reported that all seven firms attended the RFP meeting for architectural services and bids are due on 7/14. (None have a connection to High)

D. Miller appointed to act as Board Secretary ( Martin/Bussanmus).

Committee and Chairs set up as follows:

Finance -- Bussanmus

Personnel -- Martin with Hester

Promotion -- Morgan with Gagnon

A motion to add a fourth Committee (Strategic Planning ) did not receive a 2<sup>nd</sup>.

Topics set for 7/23 work session include RFP, 501 c 3, Bylaws, Staffing plan and 2009-10 budgets.

Gagnon announced Rotary donation of \$750 to Library.

There was no old business or new business items.

Board adjourned to Exec Session for Personnel matters (Martin/Bussanmus).

Exec Session adjourned (Gagnon/Hester).

Meeting was adjourned at 7:30 pm (Martin/Hester).

Respectfully submitted,

David P. Miller, Secretary