

## **Minutes of the Manheim Township Public Library Foundation Board**

Wednesday, May 22, 2013

The meeting was called to order at 5:30 p.m.

In Attendance: Jim Martin, Adrienne Miller, Glenn Pasewicz, Cynthia Buckwalter, Robin Lapi, Sherry Lapp and Library Director, Katrina Anderson.

The April minutes were approved as submitted. (Miller/Lapp).

The Board would like to send a resounding "Congratulations" to the Friends for their success in online book sales.

The Director's Report was presented by the Library Director. A part-time staff person will be leaving in another week in search of full time employment. Katrina is already in the process of interviewing for a previously vacated position. Katrina asked the board to participate, support and promote the various upcoming fundraisers. The Book Sale will need an army of volunteers. A Volunteer Recruitment/Appreciation Event will be scheduled this summer.

A new Facility Rental Agreement for the Library (adjusted from Rec Dept's Boettcher House Agreement) was presented and discussed. Katrina will meet with Margie to finalize the document, process and procedure. Margie and Katrina hope the technology issues which have delayed the transfer of library facility management from the library staff to the Rec Dept staff will have been resolved by June 1<sup>st</sup>. One2One is evidently working on it.

Katrina presented the Facility Committee's Management Policy which was created in 2010 for dealing with interior design and appearance issues at the time. The current board has instructed Katrina to consult appropriate people on the committee, as needed, and come to the board for approval of purchases over a specific dollar amount, to be determined at the next board meeting. A service desk for the Children's Library and replacement book trucks are being considered for purchase.

Glenn Pasewicz brought up the Educational Improvement Tax Credit Program (EITC) as a means of garnering more funds to support operations. Katrina has the application documents on her desk ready to complete, and shall as soon as the facility management responsibilities have been transferred to the Rec Dept. She will update the board on progress.

Meeting adjourned at 6:17 p.m.

Katrina Anderson, Library Director