

Minutes of the Manheim Township Public Library Foundation Board Meeting

Wednesday, January 25, 2017

The meeting was called to order at 5:33

Attendees –Director Katrina Anderson, Board Members Adrienne Miller, Laura Slaymaker, Elizabeth Brown, David Ferruzza, Dan Labezius, and Joan Bohan and MT Commissioner Sam Mecum

Absent- Richard Manix

Call To Order

Public Comment- None offered as no member of public present

Agenda Review- No changes were made.

Prior Minutes- Numerous suggested changes were offered. These will be incorporated and a new version of November minutes will be distributed. David motioned to accept the minutes with suggested revisions. This was seconded by Joan and approved.

New Business:

- **Millennium Migration to Sierra ILS-** This system migration was completed. Katrina offered kudos to the MTPL staff for their professionalism and perseverance in getting this accomplished. Their efforts allowed for minimal service disruption.
- **Passport Agent and Fundraiser positions-** A passport agent was hired but never started due to some external factors. Looking to hire someone with library experience so that they can be cross trained and assist when the passport segment is not busy. Still actively searching for a fundraiser position.

Review of Director's Report

- The Board reviewed the Library financials

Old Business

- Annual Appeal Total- \$29,635.00. Board members will contact all donors to thank them for their donation.
- Spring 2017 Fundraiser- Committee will meet at The Barn on 1/31/17 to make sure it can accommodate the equipment that is required.
- Foundation transfer of funds to Township. Dan motioned transfer of \$10,000. Seconded by Joan and motion approved.

Standing Committee Reports

- Facilities Committee-Complete Door and Access will be onsite to look at entry doors and offer proposed solutions.
- Friends Group- Sellers account and buyers account had issues last month. The sellers account was fixed, buyers still being worked on.
- Finance Committee- None.
- Personnel- None

Miscellaneous

- David and Dan both agreed to serve another three year term on the board.

Adjournment

Elizabeth made a motion to adjourn the meeting. Laura seconded the motion. The motion to adjourn was unanimously approved at 6:52 pm.

Next Meeting

The next meeting will be February 22, 2017 at 5:30 p.m.

Respectfully submitted,

Dan Labezius, Secretary