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MTPL Foundation Board
David Ferruzza – President
Laura Slaymaker – Vice President
Daniel Labezius – Treasurer
Paul Daigle - Secretary
Jennie Barbieri
Susan Dyson
Diana Reeves
Lois Morgan – Ex Officio

Manheim Township Public Library Foundation Board Meeting

Date: 12/19/2018 Time: 5:30pm Location: MTPL

Administration

Call to Order at 5:30 pm. Roll Call & Agenda Review:

Members Present: Diana Reeves, Paul Daigle, David Ferruzza, Susan Dyson, Laura Slaymaker, Jennie Barbieri

Members Absent: Dan Labezius

Staff Members Present: Executive Director Joyce Sands, Operations Manager Janet Bailey

- Minutes of November Meeting and **MOTION** to Approve: Laura motioned to approve. Susan seconded the motion. The motion passed unanimously.

Current Business

- Executive Director's Report –
 - Silo Safety Project – A meeting was held with Code Compliance and Public Works about both the Silo Safety Project and the Children's Discovery Patio. A suggestion was made to construct an emergency exit door through a closet. This is a better option than the previous idea of a window exit. The next step would be to work with a contractor to get an estimate for the revised project. As part of this year's budget request to the Board of Commissioners, Ex. Dir. Joyce Sands made a \$10,000 capital request to cover the Silo Safety Project. Paul motioned to approve the project to move forward. Laura seconded. The motion passed unanimously.
 - Children's Discovery Patio – In addition to the \$1,500.00 from Dallas Data Systems, there are several donors in place to fund the project. One donor recommended a fence on the edge of the patio. Board consensus was to agree with the recommendation.—Joyce will be researching the potential costs and code issues related to the recommendation. Paul motioned for the patio project including fencing to move forward. Jennie seconded. All voted in favor. Motion passed.



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- Another safety issue: While MT Public Works was assessing safety issues, a recommendation was made to put up a gate at the top of the stairs inside the library. A gate would make it almost impossible for a child to fall down those stairs.
- The board of commissioners is scheduling a public meeting on January 14th. The board discussed whether the library's parking lot would be adequate for a well-attended meeting and where overflow parking might be directed.
- In 2017, the Annual Appeal campaign had 158 donors and a total of \$24,240 raised. So far this year, the 2018 campaign has raised \$18,950.02 from 103 donors.
- Diana Reeves met with Joyce Sands to discuss signage on the public computers. Diana had concerns that the information at the machines may not be clear enough for a patron to know how to save their documents.

■ Committee Reports:

- Friends – The Friends will be receiving repurposed laptops from the Library to update the laptops they currently use for Amazon sales. David Ferruzza asked if there had been any movement in terms of the F&M Work Study internship application since that position could possibly help the Friends book sorting. Joyce said that the application will be considered for assistance with the Library's Summer Reading Program.
- Finance – For the 2018 Extra Give, \$13,057 was raised with 161 donations (some donors donated more than once). In 2017, \$13,450 was raised with 161 donations (yes, the same number of donations as in 2018).
- Facilities – Major issues were previously discussed.
- Personnel/Nominating – In January, officer nominations will take place.

Old Business

- Rating systems and labeling of library materials – Further discussion occurred regarding children's access and ability to check out DVDs – including those that may be considered to have adult content. There is information on all DVDs at the library about the age at which patrons can check out DVDs. Additionally, the library has put signs on



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each row of DVDs informing parents that they are responsible for monitoring the appropriateness of DVDs checked out by their children.

New Business

- **New Business** – An ad hoc committee was formed to review the strategic plan. Diana Reeves, Susan Dyson, and Laura Slaymaker will serve on the committee
- **Executive Session:** A variety of issues were discussed.
- **Adjourn** – Laura made a motion to adjourn the meeting. Jennie seconded the motion. Meeting adjourned at 6:39 pm.

The next meeting will be January 23rd, 2018, at 5:30 p.m.

Recorded by Paul R Daigle, Board Secretary