

Manheim Township Library Board Meeting January 9, 2011

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

Attendees: Robin Lapi, Gary Graziano, Lisa Fulginiti, Jim Martin, Marylou Barton, Dan Coleman, Katrina Anderson, David Miller, Lori Dietrich and Steven Bussanmas

- The agenda was reordered to set 2011 goals first.
- Minutes of the previous meeting were reviewed and a motion to approve the minutes as submitted was made by Jim Martin and seconded by Marylou Barton. Motion carried.
- 2011 Goals:
 - Goals sheet is Attachment 1
 - Dan Coleman presented the 2011 Goals to the Board. He highlighted Four Key Measures:
 - Visitors
 - Circulation
 - Cost savings per Manheim Township resident/household
 - Number of Manheim Township citizens holding a library card
 - Grants – Gary Graziano suggested the three or four most important grants be concentrated on.
- Fundraising – presented by Lisa Fulginiti
 - End of year Fundraiser mailing – goal \$15,000 – to date raised \$14,177.
 - In the process of the Valentines Day Chocolate Covered Strawberries – goal \$500 profit – actual is unknown but has exceeded the goal.
 - June 21 – Golf fundraising event set for Overlook Golf Course. We need to pursue a corporate sponsor.
 - Summer Fundraising event – July 29 will be a cultural event at Overlook.
 - Fall Anniversary and Art Auction to be held October 15.
 - The Strategic Fundraising Plan has been issued to all Board members.
- Program Center Use Policy and Fees:
 - Jim Martin will finish and present the recommended policy at the next meeting.
 - Manheim Township Historical Society wants approval to provide wine at their fundraiser to be held at the library. They will be paying the room fee.
 - A motion was made by Steve Bussanmas to approve the serving of wine on the condition that no wine is sold. Robin Lapi seconded the motion and it passed.
 - A new fee structure was presented by Katrina Anderson, spurred on by an increase for the Barn. Jim to incorporate into his policy recommendation at the next meeting.

- A motion was made by Lisa to allow the Lancaster Chamber Women's event to also be allowed to serve wine at the library with no sales. Robin seconded and the motion passed.
- Director's Report for November and December presented by Katrina
 - New cardholders down due to purging of inactive cards.
 - Fines have risen to over \$34k, and analysis is to be presented at the next meeting.
 - Volunteer hours are down – we are losing some of the older volunteers and plan a Volunteers Tea to try to bring in new people.
 - Checkouts per visitor is down because many people come in for a program and don't check anything out.
 - Performance vs Budget – 2010 spending came in very close to budget.
 - Capital Campaign numbers are still incorrect per Gary. The extra \$135k from the Authority for the heating system still does not show which should get us to about \$2.6 Million.
 - End of year Annual Report to be done after August close comparing full year Sept-Aug for old library versus a full year at the new location.
- Café Plan
 - A committee has been formed and has met once in order to come up with ideas to improve the Café's performance. The board is letting the committee implement changes they believe can improve performance and said performance will be tracked.
- Special items for February agenda:
 - Café Plan
 - Volunteer Plan
 - Review Republican Committee Commissioner candidates
- New Business:
 - Perception Research – Katrina to advise what that survey could offer to us as suggestions for change.
 - Staff meetings with h Board to stay the same dates as earlier picked. A meeting notice will be sent by Katrina.
 - Bob Sabatelli – Dave will talk to Bob about being an official liaison to the County Board.
 - A motion was made by Dave to adopt a Resolution Thanking Bob Sabatelli for his service. Steve seconded and it was approved.

A motion was made to adjourn by Dave Miller at 7:40 pm. Jim seconded and the motion passed.