

Manheim Township Public Library
Board of Directors Meeting
May 25, 2011

The meeting was called to order at 5:30 pm by President Gary Graziano

In attendance were Robin Lapi, Lisa Fulginiti, Jim Martin, Steven Bussanmas, Gary Graziano, Marylou Barton, Katrina Anderson, and Robert Sabatelli

Absent were Lori Dietrich and Dan Coleman

Guests included Lois Morgan and Lois Dostolick

The agenda was reviewed and a change in order of topics was approved.

Minutes of the April 27 meeting were reviewed. Marylou Barton made a motion to approve and it was seconded by Jim Martin. Motion passed.

Lois Morgan made a request to be added to the distribution list of meeting minutes.

Library System – Lois Dostolick

- The Manheim Township Library Board is the thirteenth library Lois has met with.
- The Library System Task Force asked that a Strategic Plan be developed.
 - Lois' firm was chosen as the consultant to help put together the Strategic Plan.
 - The Plan is in a rough stage of completion at this time.
 - The consultant's process included the following:
 - Read 200 articles from the past ten years with 80% being negative toward the Library System.
 - Spent more time with the Library members than with the Library System so far their input. Lois made it clear that the System's Strategic Plan would not be the library members Strategic Plan.
 - The plan could include refining and improving relationships with member libraries. Also, member libraries are an internal customer of the System and the System needs to guide members on new technologies.
 - The System is the hub and libraries are the spokes and this will change budgeting as well as other areas of responsibility.
 - Guiding Principal – end user is the primary customer.
 - Advocacy – Libraries are more than books and that message must get out. The System must take the lead on this and member libraries must “talk the same talk”.
 - Training – the System must add a trainer or two but must do that without any more money. The training need is especially acute in the IT area.
 - The Strategic Plan will drive who will be hired as the System Director.

Attached is the Director's April Board Report.

At this point of the meeting, Secretary Steven Bussanmas had to leave to address business obligations. Thanks to Gary Graziano and Lisa Fulginiti I offer the following additions to the meeting minutes:

1. Katrina and Dan will look closely at the operating budget vs. recorded spending in early June to be sure that the records accurately reflect expenses incurred; if they do not, or appear not to, they will meet with Dawn to ensure that corrections are made so that as we move into the 2012 budget cycle we have an accurate base on which to build our budget. This is very important because in the 2012 budget cycle, any 2011 budgeted items that were not spent will not be allowed in the new budget.
2. Katrina will arrange a meeting with Dawn Stratchko, Dan Coleman, Lori Dietrich, Lisa Fulginiti, Jim Martin and Gary Graziano to develop a common understanding of how and what funds will flow into the 501c3, how they will be recorded against the library's fundraising budget, and how expenses will be returned to Manheim Township, as required.
3. Marylou Barton made a motion seconded by Robin Lapi to return \$8590 to MT for expenses paid by them for the winter fundraising mailing. The motion passed unanimously.
4. We had an Executive Session in which we discussed changing hours for some staff.
5. Lisa Fulginiti advised that we really need to step up the promotion of the Golf Outing. Tickets will be made available at the Overlook Golf course and will also be offered to other LSLC libraries, and they will receive an amount or approximately \$10 for every one they sell.
6. Katrina will re-examine Click n' Pledge to determine if we should maintain, modify, or cancel our agreement with them.
7. The Discovery Meadow will have a ground-breaking in June and a grand opening in early September. In-kind donations have been pledged for hardscaping, landscaping, a sculpture and signage. Grant funding is being sought for fencing, a water feature and planters.
8. Steve Bussanmas reported that the MTPFLF board is insured.
9. Agenda items not covered included: 2011 Goals, Café Revenue Improvement, Board Legal Status.

Subsequent to the above a motion for adjournment was made by Lisa Fulginiti and seconded by Robin Lapi. Motion carried.

Minutes submitted by Steven Bussanmas, Secretary