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David Miller - Vice President
James Martin - Treasurer
Lisa Fulginiti - Secretary
Marylou Barton
Robin Lapi
Carol Simpson

Lois Morgan - Emeritus

Manheim Township Public Library Foundation Board Meeting

Date: October 26, 2011 Time: 5:30 pm Location: MT Public Library

Administration

■ **Call to Order, Roll Call & Agenda Review:**

- All board members were present, excluding Gary Graziano.
- Also in attendance were Dan Coleman and Katrina Anderson.

■ **Public Comment on October 26th Agenda:**

- No members of the public were in attendance.

■ **Minutes of Prior Meeting (September) and **MOTION** to Approve:**

- Jim Martin motioned to approve and was seconded by Marylou Barton.

Current Business

■ **MTSD/LCHS/CDS/MTPL Collaboration Update:**

- The collaboration with the Manheim Township School District is moving along very well and recently had its second meeting. We are currently also working on setting up collaborations with Lancaster Country Day school and Lancaster Catholic. In February, we have scheduled a district-wide student art exhibition at the Library. The next meeting is scheduled for Spring.

■ **Annual Campaign Update:**

- Lori Dietrich updated the board on the status of 2011 fundraising. We are currently projected to reach a fundraising total of \$48,800 for 2011, net of in-kind contributions to the Discovery Meadow.
- Lori asked that board members consider sitting on committees for several major 2012 events, such as the Golf Challenge, which is scheduled for May.

■ **Endowment Campaign Update:**

- The Endowment Campaign has reached its goal of raising \$10,000 to earn the \$10,000 match from the Lancaster Community Foundation. This will establish the Library's endowment in 2012.

■ **2012 Operating Budgets:**

- Dan Coleman reviewed and updated the Board on the progress towards setting the 2012 Operating Budgets. The line item for collections was reduced by 10% in an effort to reduce expenses.
- The Foundation income and expense items were pulled out of the budget. The Foundation's net profit after expenses will go back to the Library.
- The Foundation will budget for fundraising expenses in 2012. The Community Relations and Development Manager position will become full time starting in 2012.
- The budget is expected to be approved by the Commissioners in early December.

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■ **Director's Report - Q&A:**



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- Dan Coleman and Katrina Anderson reported that we continue to run ahead of our October YTD goals on all key measures.
- The spending budget will be met by the end of the year for collections and technology.
- Katrina reviewed the YTD graphs illustrating trends in usage and statistics.
- A spreadsheet was also presented which indicated the number of active cardholders in each of the library service areas in the county.

■ **Additional Items:**

- The E-reader Device Lending Policy, presented by Dan Coleman, was approved unanimously.
- There was a brief discussion of Sunday hours in 2012, but this was tabled until the next meeting so more could join the discussion, more data could be gathered and patrons could be polled before then.
- There will be no November meeting since it falls on the eve of Thanksgiving, and holding the December meeting at an earlier date than scheduled (December 28th) was requested. Katrina will poll the board members with options (December 7th or 14th) and report the results before this is determined.
- Discussion of the slate of officers was tabled until the December meeting.

Old Business:

- All additional agenda items are postponed to the next meeting.

Adjourn

- The meeting was adjourned at 7:20 p.m. (Motion by Lapi, second by Simpson.)

Cc: Board of Directors: M. Barton, L. Fulginiti, G. Graziano, R. Lapi, J. Martin, D. Miller, C. Simpson, L. Morgan

Cc: MT Staff: K. Anderson, D. Coleman, L. Dietrich, M. Rimer