

MANHEIM COMMUNITY LIBRARY
Board of Trustees Meeting
January 9, 2023
1:00 PM

CALL TO ORDER: The meeting was called to order by K Hameloth at 1:00 PM.

Members Present: K. Hameloth, President; J. White, Vice President; J. May, Secretary;
B. Horst, Treasurer

Members Not Present: S. Hondru; S. Obetz

Administrator and/or Staff: A. Black

Friends Representative: Sharon Williams

COMMENTS FROM THE PUBLIC: None

MINUTES: A motion was made to approve the minutes of November 14, 2022 (B. Horst; J. White) with note that there was a spelling error to be corrected. The motion carried.

OLD BUSINESS:

Treasurer's Report:

- We received an additional \$3,000 from LCLS. this was unexpected so it will be shown on the coming budget report.
- Business Fund Drive income was lower due to delay of the business ask letter.
- B. Horst sent copy of the 2023 budget to all on the board. After an additional adjustment a motion was made to approve the budget as revised (J White; B. Horst). The motion carried.
- There was a discussion regarding additional funds needed from Friends group in coming years. We will evaluate our needs by the third quarter of the year and work with the Friends to determine how they can help us meet those needs.

Director's Report:

- Our Children's Program director will be leaving us. Interviews will be ongoing for a replacement.
- Our Library Director, Andrea Black will again be our liaison with the Manheim Chamber.
- The staff has continued to learn how to use the new offline checkout system.
- We applied for a Games of Chance license in order to continue our basket raffles as well as for future fundraisers.
- A. Black distributed the circulation information for the past two years.

Friends Report:

- There is a scheduled dine-out on January 31 at The Sink restaurant. The library will received a portion of their sales for that date.
- On March 26 the Murder Mystery fundraiser will be held at the PA Renaissance Faire. Its theme is “Cruise on the Mississippi”. Tickets will be available in the near future.
- Regarding the” Memo of Understanding” between the board and the Friends, the library will maintain the patron email list. for the Friends.

New Building: There will be another meeting January 18, 2023 at Pleasant View to discuss various issues regarding the new building. New construction is expected to begin in about a year. A. Black continues to meet with Pleasant View to represent our interests.

NEW BUSINESS:

- Resources do not currently allow space for the Friends book storage/sorting. However, we are working on getting some space when we get to the new building.
- Evening hours have been requested by more and more people. This needs further discussion for the board.
- Business Ask letter-We are in the process of recording the letter and determining who it will be sent to.
- Patron appeal letter-White Oak Printing and Brenneman Printing gave us bids for 8,000 to 9,000 units. The cost at Brenneman was \$3663 plus postage for 9,000 units. We chose Brenneman for the job.

Next meeting scheduled for February 13 at 1:00 PM.

Meeting adjourned at 2:23 PM.

Secretary

Date