Manheim Community Library
Board of Directors Meeting
February 12, 2024
Minutes

Call to Order: The meeting was called to order by Ken Hameloth at 6:00pm

Members Present: Ken Hameloth, President, Judy White, Vice President; Barbara Horst, Treasurer; Ashley Walden, Secretary; Sue Obetz; Melissa Troiano

Library Staff Present: Linda Kean, Director

Friends Representative Present: Stacey Hondru

Guests Present: MCL Friends Board Members

Welcome and Introduction of Guests: Stacey Hondru introduced MCL Friends Board Members

Approval of Minutes: Motion to accept January Minutes–Barb Horst, Second–Judy White. All in favor.

Reports:

1. Treasurer Report - Barbara Horst: Reviewed 2024 Balance Sheet through January 31 2024

2. Director Report - Linda Kean:

A: Board Items: Circulation Statistics presented. Discussed Records Retention Policy and Lancaster Public Library plans for three month amnesty program for fines

B. Personnel: Esther accepted full-time Youth Coordinator position. Madelyn Speakman resigned effective Feb. 7, 2024. Mary Martin accepted position of Circulation Coordinator effective Feb. 8, 2024. Tammy Stauffer is resigning effective February 23, 2024.

C. Collection Development: Beginning Book Exchange Program. In preparation for moving to the new library, staff are weeding out books from each library section

D. Programs: Adult Canva program had a waitlist. Puzzle Contest has 32 patrons registered. Esther is looking to partner with Teen Central for older student programs.

D. Friends of MCL: Murder Mystery Dinner scheduled for March 24, 2024. Registration forms available.

E. Community: Melissa and Linda attended MCS Board meeting on January 22nd.

F. New Library: Linda met with Mark Hiester to discuss Keystone Grant application for new library. Linda and Connie visited Manheim Township and Lititz Libraries for furniture and design ideas. They will also visit Myersville and Middletown Libraries Feb. 14.

3. Friends of MCL Report– Stacey noted that 42 tickets have been sold for Murder Mystery Dinner but needs to sell 90 total. Book Sale will be held at Manheim Farm Show Building May 8-11.

Old Business:

1. Barb Horst and Sue Obetz will update Document Retention Policy for April's Board Meeting

2. New Library Updates discussed, including fund-raising ideas and opportunities

New Business:

1. Completed application received from new prospective board member; Melissa will invite applicant to attend March or April Board Meeting
2. Linda Kean discussed givebutter.com as a new fund-raising platform
3. Linda discussed the possibility of shifting two part-time positions into one full-time position as it has been difficult to find part-time applicants

Executive Session: Began at 7:11pm and adjourned at 7:42pm.

Comments and Announcements: None

Meeting was adjourned at 7:42pm. The next meeting is on March 11th at 6:00pm.