Manheim Community Library
Board of Directors Meeting
January 8, 2024
Minutes

Call to Order: The meeting was called to order by Judy White at 6:02pm
Members Present: Judy White, Vice President; Barbara Horst, Treasurer; Ashley Walden, Secretary; Sue Obetz; Melissa Troiano
Library Staff Present: Connie Kelly, Assistant Director
Friends Representative Present: None
Guests Present: None

Approval of Minutes: Motion to accept December Minutes–Barb Horst, Second–Melissa Troiano. All in favor.

Reports:
1. Treasurer Report - Barbara Horst: Reviewed 2023 Balance Sheet through December 31, 2023, including deficits. Discussed need for Fund Drive Committee. Presented 2024 budget. Motion to approve-Ashley Walden, second-Sue Obetz. All in favor.

2. Director Report - Connie Kelly:

A: Board Items: Circulation Statistics presented. Presented various documents for review.

B. Personnel: Employees applied for local $15,000 grant and while MCL was not a finalist, Ephrata National Bank donated $500 to the library.

C. Programs: Discussed adult programs and plans for advertising through social media and the Merchandiser.

D. Friends of MCL: Connie attended Friends Board Meeting on January 2nd. Murder Mystery Dinner scheduled for March 24, 2024. Registration forms available.

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

F. New Library: Captial campaign going strong for new location.

3. Friends of MCL Report–None

Old Business:

1. Barb Horst provided an update on funding for new library. Board members will meet with a fund raiser for Elizabethtown College at the end of January to discuss fund raising.

2. Connie provided Documentation Retention Policy for review, to be approved at Feb meeting.

3. Copies, Faxes, and Scans Charges Spreedsheet updated and provided for approval. Motion to approve--Ashley Walden, Second--Barb Horst. All in favor.

4. It was noted that November 2023 minutes must be revised to include new officers who were voted in and those who resigned. Motion to revise minutes--Melissa Troiano, second--Sue Obetz. All in favor.

New Business:

1. Melissa Troiano shared that she has shared Library Board Member application with a prospective new board member from Rapho Township who is considering joining the board.

Executive Session: Began at 6:57pm and adjourned at 7:13pm.

Comments and Announcements: None

Meeting was adjourned at 7:14pm. The next meeting is on February 12th at 6:00pm.