Manheim Community Library

Board of Directors Meeting

July 9, 2024

Minutes

Call to Order: The meeting was called to order by Ken Hameloth at 6:02pm

Members Present: Ken Hameloth, President; Barbara Horst, Treasurer; Ashley Walden, Secretary; Melissa Troinano

Library Staff Present: Linda Kean, Director, Connie Kelly

Approval of Minutes: Barb Horst made a motion to accept May 2024 Minutes, second-- Melissa Troiano. All in favor. Barb Horst made a motion to accept June 2024 Minutes, second–Melissa Troiano. All in favor.

Reports:

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

2. Director Report - Linda Kean:

A: Board Items: Circulation Statistics presented. Prepared resolution to be sent to Dorothy Ruhl's IRA Brokerage Account. Began work on audit and updated MailChimp and Canva accounts to save money. Working on MCL website.

B. Personnel: Mary Martin will return to parttime work as Circulation Coordinator and work between 20-27 per week. Connor Lutz was hired as library assistant effective July 8, 2024. New Volunteer Application has been created.

C. Programs: High attendance at summer programs and high enrollment in Summer Reading Programs. First Summer Camp for elementary students in July. Esther started a student book club and held an off-site program for teens at Teen Central. Vicki is representing MCL at the Baron Book Mobile.

D. Friends of MCL: New bulletin board for Friends of MCL in library hallway

E. Community: Linda noted that four Lancaster county libraries were closed for Juneteenth

F. New Library: Linda hired Matthew Owens as an attorney to guide MCL through the move to the new library.

Old Business:

New Library: Melissa Troiano made a motion to discuss large donation, second--Ashley Walden. Further discussion needed.

Melissa made a motion to discuss Noelker & Hull agreement, second-- Ashley Walden. Ashley made a motion to accept Noelker & Hull agreement, second– Melissa Troiano. All in favor.

Barb Horst made a motion to move the fundraising money to Edward Jones account, second--Melissa Troiano. All in favor.

Melissa made a motion to discuss the cultural center contribution agreement, second--Ashley Walden.

New Business:

1. Resolution 2024-003 - Barb made a motion to accept Resolution 2024-003, second--Melissa Troiano. All in favor.

2. Applications for new library board members - received multiple applications

3. Review of Bylaws - Barb made a motion to suspend article IV section 1 until up to one year after new library construction is completed, second-- Melissa Troiano. All in favor. Melissa made a motion to remove the last sentence of Article V, section 1. Second-- Barb Horst. All in favor.

4. Financial Process - Connie discussed use of Quikbooks by Lancaster County Library System and the possibility of beginning to use Quikbooks at MCL.

Executive Session:

Comments and Announcements: None

Meeting was adjourned at 8:39pm. The next meeting is on August 12th at 6:00pm.