MANHEIM COMMUNITY LIBRARY
LEARN. CONNECT. GROW.
15 East High Street, Manheim, PA 17545
manheimlibrary.org
717.665.6700

Board of Directors Meeting

November 12, 2024 6pm

Minutes

Call to Order: The meeting was called to order by Ken Hameloth at 6:04 PM

Members Present: Ken Hameloth, President; Barb Horst, Treasurer; Beth Sauder, Interim Secretary; Dorothy Love

Library Staff Present: Connie Kelly, Assistant Director

Others: none

Guests: none

Approval of Agenda: K. Hameloth made a motion to accept the agenda with the addition of the business fundraiser to discuss as old business, B. Sauder seconded, all in favor- motion carried.

Public Comment: No public comments or public attendees

Approval of Minutes:
Oct. 21, 2024 meeting minutes - Motion made by B. Horst to accept the minutes, D. Love seconded. All in favor. Motion carried.

Reports:

1. Treasurer Report (Barb) – Barbara Horst reviewed the YTD income statement and balance sheet; K. Hameloth motioned to accept report for audit, seconded by D. Love, all in favor- motion carried.

   Barb discussed the status of pledges and donations from 2023 and 2024.

2. Director Report (Connie) – discussed chain of command at library, use of new magazine ordering service, and status of book purchasing budget for state aid purposes. Connie requested an amount to go to the Library System for use of Libby resources as part of the book purchasing budget for the year. Connie went over her discussions with Joseph from the Mt. Joy library to potentially bring him in as an interim director on a part-time basis. Connie gave updates on upcoming youth and adult programming.

3. Friends of the Library Report (Stacey) – no report for tonight as Stacey is setting up for the book sale

Motions:

Old Business:

- Library construction progress – construction is moving forward, and measurements were taken for Connie to look at furniture order.
- Business Fundraiser – Barb went over the letter she wants to send to local businesses

New Business:

- Director job announcement – K. Hameloth motioned to post the Library Executive Director position to various job search websites and through the Library System of Lancaster. B. Sauder seconded. All in favor. Motion carried.
- Interim Director – discussed with Connie's library report above.
- Attorney – still waiting on finalized agreements from attorney for project with Pleasant View
- Budget – Barb discussed 2025 budget using 2024 as basis and will revise after the move to Pleasant View. K. Hameloth motions to move the Savings- Capital Fulton Bank cash into the Edwards Jones building fund. D. Love seconded. All in favor. Motion carried.
- Job descriptions – tabled for next meeting

Adjournment

D. Love motioned to adjourn at 7:46 PM. seconded by B. Sauder. all in favor- motion carried.

The next library meeting is on December 16th at 6:00 PM.