MANHEIM COMMUNITY LIBRARY
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547 N Penryn Rd, Manheim, PA 17545
manheimlibrary.org
717.665.6700

Board of Directors Meeting

August 11, 2025 6pm

Minutes

Call to Order: The meeting was called to order by Ken Hameloth at 6:03 PM

Members Present: Ken Hameloth, President; Barb Horst, Treasurer; Beth Sauder, Secretary and Bryan Pastor

Absent: Dorothy Love, Vice President

Library Staff Present: LaTrobe Barnitz, Director

Others: Stacey Barrick, Friends of the Manheim Community Library; Melissa Troiano, Prospective Board Member

Guests: none

Public Comment: No public comments or public attendees

Approval of Minutes:
June 9, 2025 meeting minutes - Motion made by K. Hameloth to accept the minutes. B. Pastor seconded. All in favor. Motion carried.

Reports:

1. Treasurer Report (Barb) – went over current funding and tracking of expenses YTD. K. Hameloth made a motion to accept treasurer report for audit. B. Sauder seconded. No discussion, all in favor. Motion carried.

2. Director Report (Trobe) – see attached report.

3. Friends of the Library Report (Stacey) – Fall book sale preview night will be Wednesday November 12th. Spring book sale date will move to April.

Motions:

B. Horst made a motion to ratify the investment policy as approved via electronic vote by the board on June 30, 2025. B. Pastor seconded. No discussion. All in favor. Motion carried.

Old Business:

- Fundraising/Community event– scheduled for September 23rd from 6-8 pm. Trobe will create targeted mailing fundraiser.
- Board member recruitment – still looking for members from Rapho Township and looking at members from Penn Township to fill seats when Ken and Barb's terms end in December

New Business:

- Board transition –Ken and Barb will start transition process for new President and Treasurer before the end of the year
- Part-time positions – K. Hameloth motioned to open a part-time position for a bookkeeper for an average of two hours per week and a part-time community relations coordinator up to twenty hours per week. B. Horst seconded. All in favor. Motion carried.
- Furniture removal – looking to donate remaining furniture and/or getting a scrapper to take away remaining furniture
- EJ account –B. Horst motioned to transfer Edward Jones investment account to Manheim Branch. B. Pastor seconded. All in favor. Motion carried.

K Hameloth motioned to enter into Executive Session at 7:52 pm. B. Pastor seconded. All in favor. Motion carried.

Executive Session:

Entered into at 7:52 pm to discuss personnel matters. Reconvened at 8:01 pm

K. Hameloth motioned to approve hourly rates discussed in Executive Session. B. Horst seconded. All in favor. Motion carried.

Adjournment

B. Pastor motioned to adjourn at 8:04 pm. B. Horst seconded. All in favor. Motion carried.

The next library meeting is on September 8th at 6:00 PM.