

Adams County Library System
Board of Trustees
Meeting minutes of October 27, 2016

Board members present: Bob Shuey, President; John Kiehl, Secretary; Ray Schwartz, Treasurer; Karen Arthur, Jeremy Garskof, Sandy Abnett, Tony TenBarge, Dorothy Puhl

Associate Trustees: Annie Letendre, Mary Sue Cline

Also present: Karla Trout, Laura Goss, Beth Cool, Dawn Smith, Marge Keller, Josie Pelc, Jim Gardner,

Excused: Don Marritz, Genevieve Felty, Marcia Wilson

Call to order

President Bob Shuey called the meeting to order at 7 pm.

Consent Agenda: Motion by Dorothy to approve Consent Agenda. Jeremy seconded, all were in favor. Consent Agenda accepted.

Friends of the Library: Jim Gardner reported that they received \$760 in donations from the fall antiques market! He added the Friends cashed \$1,000 worth of euros for a customer who made a donation to the Friends. He wanted to let everyone know the 2017 book sale will be held June 12th because of construction at the college.

Friends of the Littlestown Library: Marcia Wilson was excused and reports are included for September and October.

Harbaugh~Thomas Library: Marge & Josie were present and the Harbaugh~Thomas reports for September and October are included. Josie said they were glad to host the Staff Development Day and the Bubble Lady was a big hit!

East Berlin Community Library – Sandy was excited to share the news that their patronage has multiplied tremendously. She reported they received \$2,000 of the \$3,500 Rural Gateway Science Grant they applied for to purchase Science books for Adult Book Discussions. Local science experts will lead the discussions. They also received a \$50,000 grant from the Stabler Foundation in Harrisburg for their Capital Campaign for the new building and renovation project. Sandy invited everyone to their second Art & Wine fundraising event on Friday, November 4, 2016 at the library from 6 to 9 pm. Tickets are only \$10.

Financial Report: We are receiving sponsorships due to Dawn & Laura's hard work. Beth reported salaries and wages are under budget, while healthcare is over budget. The collection is being evaluated. A Balance Sheet has been included as per a request from the Executive/Finance Committee. During the next Board Meeting (on December 1st) the board is to vote on the 2017 budget. The Executive Committee will forward to the Board.

Old Business: Bookmobile – Wanda contacted three vo-tech schools, regarding re-painting of the vehicle, with one declining and two not responding. We are keeping in contact with Cleveland Brothers to let them know we are working on this.

New Business: Revision to the Safe Kids Policy – The language needed to incorporate a Clearance Policy for One Day Volunteers is being sent to Attorney Thrasher for his review.

Roulette-Watson Award: John motioned for a candidate to receive this award. Tony seconded the motion. All were in favor. There was a recommendation to nominate a candidate for this award.

Carroll Valley Lease: There were several questions or concerns regarding the wording in this lease. There was a question concerning **Item #34 – Termination of Lease**. Karla would ask for a longer time (more than 120 days) for a termination of the lease. **Item #26 – Signs** – it would be better to have the word “content” removed from this item. **Item #9 – Indemnification/Hold Harmless** – a discussion ensued and Beth commented this item was reviewed several times by the library’s attorney and was accepted. **Item #7 – Liability Insurance** – Beth will review the insurance policies and a report will be made to the Board. This discussion has been tabled for now.

Dawn gave a report as to the monetary donations received so far and the plans for procuring future donations. Dawn introduced the Brain•e Bar idea which will be used for the device tutorial sessions during the Giving Spree breakfast on November 11th.

Karla thanked John Kiehl for his sponsorship of the ACLS in the Land Conservancy Road Rally. Laura and Sara drove around Adams County in the van. They enjoyed the rally.

During the next Board Meeting on December 1st, the East Berlin Agreement will be on the agenda for consideration.

Please note the following meeting dates:

Executive/Finance will meet Wednesday, November 16th at 9 am.

AD/OP will meet Thursday, November 17th at 9 am.

Bylaw Committee – date and time to be determined.

P&D will meet Monday, November 21st at 9 am.

Bob Shuey asked for a motion to adjourn. Dorothy motioned, and Karen seconded. The meeting was adjourned at 7:45 pm.

Respectfully submitted,
Wanda Reigle