

Adams County Library System
Board of Trustees Meeting
Minutes of September 28, 2017
New Oxford Library

Board members present: Bob Shuey, President; Tony TenBarge, Vice-President; Karen Arthur, Secretary; Jeremy Garskof, Mary Sue Cline, Annie Letendre
Associate Trustees: Genevieve Felty
Also present: Karla Trout, Beth Cool, Jim Gardner, Marcia Wilson & Bill Goldberg
Excused: John Kiehl, Dorothy Puhl, Don Marritz, Ray Schwartz, Richard Gawthrop, Marge Keller & Josie Pelc

Call to order

President Bob Shuey called the meeting to order at 7:00 pm.

Wilma Krepps, Branch Manager, welcomed the Board and especially those on the Board who have not been to the New Oxford Library previously. Wilma gave the Board a quick overview of programs, story times, and other offerings of the library.

Consent Agenda: Karen motioned to accept the Consent Agenda and Jeremy seconded the motion. All were in favor. Consent Agenda approved.

Friends of the Library: Jim stated that the Friends made \$871.00 during the Fall Antique Show! He is waiting to hear from the college regarding the book sale. There is a solid backup location, although it's not as roomy and it is more expensive, but they will make it work, if necessary.

Friends of the Littlestown Library: Marcia offered two photos as to what the Littlestown Friends have been doing. They had a float in Littlestown's Good Ole Days Parade and she said the idea and project came to her from an older woman who didn't think she could participate or help. Imagination, creativity, hard labor and lots of fun went into it.

Harbaugh~Thomas Library: Marge & Josie were excused and the Harbaugh~Thomas report is included.

Trone Memorial Library: Richard Gawthrop was excused, and Bill Goldberg was there to review the report. Some highlights: Trivia Night will be Friday, Oct. 20th from 6:30 – 8:30 pm. They received \$2,000 from Sam's Club, and the Warehouse Challenge is a \$100,000 matching donation. Bill says they are looking for additional board members, and folks to establish a Friends group for the library. If anyone knows anyone who would be interested, please direct them to Richard or Bill.

Financial Report: Beth gave the Financial Report.

Karla announced that ACLS was selected to attend the Harwood Institute: Turning Outward course. Genevieve Felty along with four staff members will be attending.

Old Business: Wakeen & Company Presentation: Bob Shuey asked for a vote regarding the adoption of the Wakeen & Co. Strategic Planning presentation. Tony motioned to accept the Wakeen Playbook, and Jeremy seconded and asked for discussion. Some board members were not present when Wakeen gave their presentation and wanted to know more about it.

Karla explained the Strategic Initiatives key library personnel have been working on. This includes our Purpose, our Core Values, our Mission and our Vision, and the thought process to get there, with Wakeen's leadership. Karla would like to present this to staff at the next All Staff Meeting on Oct. 9th. Initiatives for 2018 will be planned soon and presented to the board.

A vote was called, all voting in favor of the acceptance of the Purpose, Core Values, Mission Statement, Vision, and areas identified as key initiatives.

As an aside: our Giving Tuesday theme will be a \$1,000 (thousand bucks) for a thousand books.

New Business: Line of Credit: Because of cash flow at the end of the year and the beginning of the year, the Library would like to open a Line of Credit. The Board authorized Beth and Karla to investigate a line of credit between ACNB and PNC in the amount of \$200,000. They were authorized to determine which institution to work with for the Line of Credit. Bill Goldberg and Karen Arthur abstained. All others present were in agreement and it was accepted.

Strategic Planning – Wakeen Contract: Karla proposed extending the Wakeen contract for October and November at \$2,000 per month. This will enable them, in part, to facilitate the rollout of the Strategic Plan to the staff. Tony motioned for extending the contract, and Jeremy seconded. All were in agreement.

Bob Shuey asked for a motion to adjourn. Jeremy motioned, and Karen seconded. The meeting was adjourned at 8:00 pm.

Respectfully submitted,
Wanda Reigle