

Adams County Library System
Board of Trustees Meeting
October 22, 2020
Zoom Conferencing and YouTube Streaming

Board members present: Dorothy Puhl, President; Mary Sue Cline, Vice-President; Karen Arthur, Secretary; John Kiehl, Treasurer; Genevieve Felty, Ray Schwartz, Rita Rice, Heidi Gillis, Kara Boehne-Miele and Richard Gawthrop

Also present: Laura Goss, Brandt Ensor, Dawn Smith, Jeff Cann

Excused: Don Marritz

Call to order:

President Dorothy Puhl called the meeting to order at 7:00 pm.

Approval of Board Minutes: 9.24.2020 – Dorothy asked for approval of the board minutes. Karen motioned to approve, and Rita seconded the motion. All were in favor, and the minutes were approved.

Executive Committee Report: Report in packet. Dorothy said the appraisal will be discussed at the December board meeting.

AD/OP: Report in packet. John had no further comments.

Board Membership and Nominating Committee: No report in packet. Karen related that she is thankful Kara is an associate trustee on the board, and another associate trustee will be on the board the beginning January 2021. The next meeting is November 11, 2020 at 10 am.

Finance Committee: Rita volunteered to be the point person regarding the art appraisal. The art appraisal is now moving from the Executive Committee to the AD/OP Committee.

Jeff reviewed several reports which include the Balance Sheet & Profit and Loss report, the 2021 budget and insurance coverages. He explained the budget highlights, and the 2021 draft budget for ACLS, and a draft budget including East Berlin in the event of consolidation.

Referring to the ACLS budget (not including East Berlin), Jeff says it is clear that we need to manage the collection and be careful that it does not go below 12% in order to remain compliant with the state regulations.

The East Berlin audit will take place as planned.

The ACLS board will need to review the budget and they should email Jeff any questions. The budget will be voted on at the December 3rd board meeting.

Planning & Development: Dawn shared that the Annual Appeal Letters (with included Be A Dear insert) have been mailed.

The Adams County Community Foundation Giving Spree is November 5, 2020 and #GivingTuesday is December 1, 2020.

Genevieve would like board participation in calling donors. Survey shows donors feel more appreciated when a board member calls them. In the P&D packet there are "Talking Points for Donor Conversations" you can use, or Dawn can give you other scripts.

Gettysburg Building Project Committee: Report in packet. Mary Sue said the RFP has been released and 42 architectural firms have bid on the project.

Many available properties have been researched with the majority ruled out. She said the committee is researching any leads they get. She said it would be a good idea to have talking points for board members so they know how to answer questions from the public.

Genevieve commented that there is a group of people who are opposed to the library vacating the existing building for reasons of: the building will be left vacant; it'll take away from the vibrance of downtown and no public restrooms in that part of town.

Heidi said we need talking points where statistics would show how many people the library system serves; how many books or eBooks are checked out over a period of time; how many people are coming into the libraries, or returning to the libraries, etc.

We also need to hear any negative comments from the public regarding the proposed move so they can be addressed.

Executive Director's Report: Report in packet. Plans for the use of state aid, waiver for not meeting state standards, board resolution and county coordination plans have all been submitted to OCL. OCL is aware of ACLS-EB consolidation plans.

Friends of the Library: Report in packet. It was reported that the Friends Perkins fundraiser raised \$211. The Friends have regrouped and there are still some procedural things they need to figure out but they are moving forward.

Friends of New Oxford Library: It was reported that they would like to schedule a (Gettysburg) Perkins fundraiser. Their next meeting is in three weeks.

Jean Barnett Trone Memorial Library: No report in board packet. Richard said the way the survey is composed is helpful to solicit comments. They received \$31,000 due to Covid19 program from FAIR Act funding. Richard shared that if the consolidation takes place, East Berlin is in the black.

Old Business: East Berlin Community Library Consolidation Agreement: Dorothy received a copy of the agreement from Richard Thrasher, ACLS attorney. Bill Goldberg is the East Berlin attorney and he will review the agreement.

John read, word for word, the Resolution of the Board of Directors of the Adams County Library System, a copy of which is in the board packet. John moved to pass this resolution and Ray seconded. The East Berlin Board needs to approve the agreement at their November 2nd meeting.

There was a discussion regarding the resolution.

The East Berlin Friends, when formed, will hopefully continue to raise \$35,000.

Richard shared they have been raising money all along and although he doesn't know about the Friends group being formed, they will make every effort to raise as much money as they possibly can. Appeals and fundraisers is where the \$35,000 came from.

East Berlin is below a 12% collection. Laura says we've been working towards a collection of 12% for years.

After discussion Dorothy called for a roll call vote for the Resolution of the Board of Directors of the Adams County Library System:

John Kiehl – yes
Karen Arthur – yes
Mary Sue Cline – yes
Dorothy Puhl – yes
Ray Schwartz – yes
Genevieve Felty – no
Heidi Gillis – no
Rita Rice – yes

It is noted Richard Gawthrop abstained from voting.

The motion carried.

New Business: No new business.

Correspondence: Commissioners Approval Letter of 10.2.2020. Dorothy read the contents of the letter.

Discussion Point/Public Comment Period: No discussion. No public comments.

Dorothy adjourned the meeting at 8:06 pm.

Recorded by:
Wanda Reigle

The next Board Meeting will be Thursday, December 3, 2020, Location TBD - 7pm