

Adams County Library System  
Board of Trustees Meeting  
Third Floor Meeting Room – Gettysburg Library  
October 28, 2021

Board members present: Dorothy Puhl, President; Heidi Gillis, Vice-President; Karen Arthur, Secretary; Rita Rice, Treasurer; Mary Sue Cline, Genevieve Felty, Kara Boehne-Miele

Also present: Laura Goss, Brandt Ensor, Jeff Cann, Erica Duffy  
Excused: Ray Schwartz; Rukhsana Rahman

**Call to order:**

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

**Approval of Board Minutes: 9.23.21** – Dorothy asked for approval of the board minutes. Karen motioned to approve, and Genevieve seconded the motion. All were in favor, and the minutes were approved.

**Executive Committee Report:** Report in packet.

**AD/OP:** No meeting in October. Art Update: The Charles Young painting (and several others) will be sent to Pook & Pook, Inc. Auctioneers and Appraisers (Downingtown, PA) to sell.

**Board Membership and Nominating Committee:** Report in packet. There is a motion from the committee to **Approve appointment of Anna-Mae Kobbe as an associate trustee of the Adams County Library System.** Rita seconded the motion. A vote was taken and all were in favor. The motion carried and Anna-Mae is an associate trustee.

**Finance Committee:** Report in packet. Jeff presented and reviewed the Balance Sheet and P&L statement for September 2021. He also presented a draft budget for 2022 which was approved by the Finance Committee. Final figures and a vote are planned for the December board meeting.

Audit and Tax Services Accounting Motion: **Contract with SEK for Audit and Tax Services for 2021, 2022, and 2023 at a cost of \$52,650.00.** Genevieve seconded the motion. There was some discussion, then a vote was taken. All were in favor. The motion carried.

Revised Corporation Resolution Motion: **Amend the Corporate Resolution to include additional protective language.** Mary Sue seconded the motion. A vote was taken, and all were in favor. The motion carried.

**Planning & Development:** No committee meeting in October. Genevieve, Erica and Laura did meet to brief Erica. Erica is working on a Members First Grant. She wrote a Letter to the Editor of the Gettysburg Times and they highlighted Erica in their Getting To Know You column. Good PR for the library! Erica said monies donated for #GivingTuesday will be put toward a TV monitor for the Children's area in Gettysburg. Thanksgiving cards will be sent to donors with the target date being 11/12/21.

P&D Meetings will resume in-person in November.

**Gettysburg Building Project Committee:** Mary Sue shared new information regarding prospective land for library. Mary Sue made a motion to **Approve use of Capital Fund to make first payment to HBM Architects.** Heidi seconded the motion. A vote was taken and all approved. The motion carried.

Genevieve requested a prepared statement for the board members to use regarding the relocation of the library and that we're exploring all options. Laura will wordsmith a prepared statement for the board members.

**Executive Director's Report:** Report in packet. In **Personnel** news, two positions have been filled. One for Public Services and a Van Driver. We have received a resignation from the Youth Services Department.

Laura announced we would have a Holiday Party on Friday, December 10th on the second floor of the Gettysburg Library which would allow for social distancing. We will enjoy boxed lunches and everyone will receive a goodie box.

**Giving Spree:** Erica reviewed our Giving Spree Strategy for Friday, November 5th. There will be several staff people dressed in character costumes.

**Old Business:** None.

**New Business:** 2021 Plan for State Aid. Plan included in the packet. The board needed to be shown the plan and the board needs to approve. Mary Sue made a motion to **Approve the 2021 Plan for State Aid.** Karen seconded the motion. A vote was taken and all said yes. Motion carried.

**Mission Moment:** Rita shared "My son Leo attended his first book club meeting for 1st and 2nd graders down in the Children's section. The event was well attended -- 9 kids came, had a snack and chatted about the book, Freckle Juice by Judy Blume. After their meeting, they all lined up to check out the next month's book! It was so sweet to see these young readers so excited about what they were reading together."

**Public Comment Period:** No discussion. No public comments.

Dorothy asked for a motion to adjourn. Genevieve motioned and Rita seconded. All were in favor and the meeting adjourned at 8 pm.

Recorded by:  
Wanda Reigle

The next Board Meeting will be Thursday, December 2, 2021 at the Gettysburg Library in the 3rd floor meeting room at 7pm.