

Adams County Library System  
Board of Trustees  
Meeting minutes of February 25 2016

Board members present: Ron Jones, Don Marritz, Bob Shuey, John Kiehl, Bob Holmes, Sandra Abnett, Karen Arthur, Ray Schwartz, Tony TenBarge  
Also present: Beth Cool, Laura Goss, Jim Gardner, Marge Keller & Josie Pelc  
Excused: Marcia Wilson, Dawn Smith

**Call to order**

President Ron Jones called the meeting to order at 7 pm.

**Consent Agenda:** Consent agenda items approved as presented.

**Friends of the Library** – Jim discussed the contents of his report. They would like to grow membership by 10%. Report submitted.

**Friends of Littlestown Library** – Marcia Wilson excused. Report submitted.

**Harbaugh~Thomas Library** – Marge Keller reporting on the many activities at Harbaugh~Thomas. Report submitted.

**East Berlin Library** – Sandy Abnett reported on events and happenings at East Berlin. Report submitted.

**Financial Report:** Beth explained the Financial Report.

**Old Business: Executive Director Search:** the deadline to receive resumes is Monday. We have received 11 and narrowed them down to 4. There will be Skype interviews and then we will narrow down to invite 2 or 3 for face-to-face interviews. Search Committee has a meeting on Thursday, March 3rd to review all information. The projected hire date is May.

Laura Goss has been chosen and accepted the position of (temporary) Interim Executive Director.

**New Business: No Smoking Policy:** the Board has adopted a formal No Smoking Policy where it is agreed no smoking within 25 feet of the entrances. The Board voted unanimously this date and adopted the policy. In the near future, signs will be posted to this effect.

**Background Clearances for Trustees:** Laura explained that volunteers need to have their PA clearances by the end of June, 2016. She will check into an "in person" mandated reporter training. More information will be forthcoming.

In other business, the subject of Associate Trustees resurfaced. While there are no limits on how many Associate Trustees you can have, there should be a minimum of 3.

Additional business: Bob Holmes brought up the subject of removing a wall in Administration before a new director is hired. The wall removal and any additional furniture will cost around \$10,000. In addition, he stated 3 work stations will be \$4,000, to move Materials Handling to Tech Services. To have a better understanding of what was wanted and needed in Admin, the board looked at the office space and the wall to be removed. It would be preferable if the Administration construction is completed before the new director comes on board. Ron Jones asked for a motion for approval of \$14,000 for both the Tech Services and Admin projects. Bob Holmes moved to spend \$14,000 for both the Admin project and for 3 work stations in Tech Services. Bob Shuey seconded the motion and all were in favor with J. Kiehl voting "nay." Motion passed to approve the expenditure.

The meeting was adjourned at 8:10 pm.

Respectfully submitted,  
Wanda Reigle