

Adams County Library System
Board of Trustees Meeting via Zoom
March 25, 2021

Board members present: Dorothy Puhl, President; Mary Sue Cline, Vice-President; Karen Arthur, Secretary; John Kiehl, Treasurer; Ray Schwartz, Heidi Gillis, Kara Boehne-Miele and Rukhsana Rahman

Also present: Laura Goss, Brandt Ensor, Dawn Smith, Jeff Cann, Sharon Graff, Marge Keller & Josie Pelc

Excused: Genevieve Felty; Rita Rice

Call to order:

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

Approval of Board Minutes: 2.25.2021 – Dorothy asked for approval of the board minutes. Mary Sue motioned to approve, and Heidi seconded the motion. All were in favor, and the minutes were approved.

Executive Committee Report: Report in packet. Dorothy had nothing to add. She requested that everyone think about the committee assignments and what committee you would like to be on.

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

Board Membership and Nominating Committee: Report in packet. Karen said the next meeting is April 12, 2021. A slate of officers have been determined for next month's Reorganization Meeting:

- President, Dorothy Puhl (if elected)
- Vice-President, Heidi Gillis (if elected)
- Secretary, Karen Arthur (if elected)
- Treasurer, Rita Rice (if elected)

The committee received an application from Matthew Lowenthal. He is in his mid to upper 30s, lives in New Oxford, and has 2 beautiful daughters. He is excited about community outreach, social capital and transition of services to the digital age. He worked with 21st Century & Migrant Education programs and has close ties to the migrant community in Adams County. He currently works in finance and has experience running investment portfolios.

Finance Committee: John reported that Mark Bernier from ACNB Bank gave a presentation on the ACLS investments. Investments are doing well.

Jeff remarked that there was little to report. There were slight changes to the Balance Sheet which he sent after the board packet was sent. The Revenue lines are carried forward for another year. The Trone Friends were loaned \$1,000 for their start up. They will be able to operate without a lot of support.

Planning & Development: Report in packet. Dawn said there were five Trone members before the Friends group was formed. She added that 100% of our board members do contribute monetarily. There is no predetermined amount – it is whatever is meaningful to you.

It's not just about the money – it's about being an advocate for the library.

The Board Contribution form does not need to be an agenda item in May. Some board members will be going off the board.

Library Giving Day is Wednesday, April 7, 2021.

For your Board Portfolio outreach – please send Thank You notes.

Gettysburg Building Project Committee: Report in packet. Mary Sue said they narrowed the architects down to six.

She asked if anyone knows of any suitable land for building within the borough to please let someone on the committee know and it'll be researched.

Ray noticed a date error on the Building Meeting notes in the packet. The date of the meeting was noted as April 19, 2021 and should be corrected to March 19, 2021.

Please note: the Building Meeting date has been corrected from April 19, 2021 to March 19, 2021.

Executive Director's Report: Report in packet. Laura reported there is a leak from the overhang at the High Street entrance caused by the copper roofing material which is cracking. The estimate to have the roof resealed with a rubber membrane is \$3400. There is a new donor looking for a project to support and will be sending a check to cover the repair!

Susquehanna Door has been contacted and is sending several quotes for replacement of the High Street door. We want/need a door which can be opened from the inside even if the door is locked, in case of an emergency.

In Personnel matters we have four vacant positions:

- Public Services Assistant in Gettysburg – 36 hours per week.
- Youth Services Assistant – 28 hours over two weeks. There is a staff member moving from Harbaugh~Thomas to Gettysburg to fill this position. We will hire 21 hours per week assistant for Harbaugh~Thomas.
- Public Services Assistant in East Berlin – 20 hours per week.
- Youth Services Librarian in Gettysburg. Interviews have been scheduled with three candidates for next week.

Friends of the Library Update: Sharon Graff reported that there are two coupons for Perkins (for a New Oxford Friends fundraiser) in the April 2021 edition of FOL newsletter. One coupon is for you, the other is for a friend. Please remember the upcoming Spring Garage Book Sale – Saturday, April 24th.

Maryann Oelkers is the new volunteer coordinator. Another upcoming book mart: Gettysburg Antiques Market – Saturday, May 15th. Books will be free and they are hoping people are generous with donations.

Sharon thanked Dawn for her help with the book sale. Big (Annual) Book Sale at Redding Auction – July 28th through July 31st. Sharon said 70 volunteers are ready. Sharon thanked Mary Sue Cline for her help sorting books in the garage. A Thank You went to Brandt for the Amazon sales.

Friends of the Littlestown Library: Littlestown Friends are on hiatus.

Friends of the New Oxford Library: They are meeting via Zoom. They will have a fundraiser again at Perkins in Gettysburg on April 29th. They will supply food trucks for the Adams County Friends book sale at Redding Auction.

Friends of the Trone Library: Dawn reported they have a website and a Facebook page. There are more than 29 people engaged with the Trone Friends. Emma Diehl, President, was not able to join tonight, but will be attending the next meeting.

Harbaugh~Thomas Foundation: No report.

Old Business:

East Berlin Community Library Merger –Dorothy reported there is no more East Berlin Library merger, because the closing for the USDA was today. It is now complete. Dorothy thanked Laura, and said Brandt and Jeff did the lion's share of the work.

New Business: None.

Correspondence: Don Marritz resignation from the board. Dorothy thanked Don for his service and said new associates are being enlisted.

Mission Moment: Josie Pelc shared: my 5 year old grandson, Callan Pelc and 2 year old granddaughter, Cora Pelc, love to go to the Harbaugh/Thomas Library. Choosing books is so much fun. They display so many books that we don't have to look on the shelves to find books that interest them. They like to visit at times when as Callan says, " It is like the library is only ours and Miss Barbara comes and helps us find books she knows I will love. " At the end of every visit they offer a choice of a craft to do at home. For Valentine's Day the craft was to string Cherrios and Fruit Loops on to a pipe cleaner, shape them into a heart and hang it on a tree branch as a bird feeder. My grandchildren loved this craft so much that we purchased more supplies and they made 20 bird feeders. They enjoyed giving them out to people in their community to celebrate Valentine's Day.

Public Comment Period: No discussion. No public comments.

Dorothy asked for a motion to adjourn. Karen motioned and Ray seconded. All were in favor and the meeting adjourned at 7:35 pm.

Recorded by:
Wanda Reigle

The next Board Meeting will be Thursday, April 22, 2021 via Zoom - 7pm