

Adams County Library System
Board of Trustees Organization Meeting via Zoom
April 22, 2021

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

Also present: Laura Goss, Brandt Ensor, Dawn Smith, Jeff Cann, Sharon Graff, Josie Pelc, Emma Diehl

Excused: Marge Keller

Public present: Katie Peregoy, Danielle Myers & Emily Holland (all ACLS employees)

Call to order:

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

Approval of Board Minutes: 3.25.2021 – 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.

Election of Board Trustees: Mary Sue nominated the following:

- **Genevieve Felty and Ray Schwartz: Second 3-year term** – 8 votes were recorded by a show of hands. Genevieve and Ray were both voted to their second 3-year term.
- **Heidi Gillis and Kara Boehne-Miele: First 3-year term** – 7 votes were recorded by a show of hands. Heidi and Kara were both voted to their first 3-year term.

Election of Officers of the Board of Trustees: Mary Sue asked if there were any nominations from the floor. Hearing none, Mary Sue nominated the following:

- **President: Dorothy Puhl** – 7 votes were recorded by a show of hands.
- **Vice President: Heidi Gillis** – 8 votes were recorded by a show of hands.
- **Secretary: Karen Arthur** – 8 votes were recorded by a show of hands.
- **Treasurer: Rita Rice** – 8 votes were recorded by a show of hands.

Executive Committee Report: Report in packet.

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

Board Membership and Nominating Committee: The committee received an application from Matt as he is interested in being an associate trustee. Matt plans to have the required training completed by the end of April.

Finance Committee: No report in packet.

Balance Sheet and Profit & Loss Reports: Jeff discussed the Balance Sheet and Profit & Loss Report.

Recommendation to approve the following motion: **Place the funds from the Earl Mitchell Trust in a temporarily restricted fund with ACNB Bank, in accordance with the direction from the trust that the monies be spent on materials that benefit the visually and hearing impaired.** Rita seconded the motion, and all trustees voted “yes”. Finance motion carried.

It is recorded that Karen Arthur abstained from this vote and did not vote on this in the Finance meeting as it would be considered a conflict of interest.

Planning & Development: Report in packet. Genevieve said that for our first ever Library Giving Day, donors gave \$1,745.00!

For your portfolio members, please share the many library events that are going on.

Genevieve shared that she mentioned the book sale to people she sees while out and about.

Gettysburg Building Project Committee: Report in packet. Mary Sue said that the Rec Park site is no longer being considered, due to state and federal restrictions. The search was narrowed to three architect firms. They will be interviewed and make our final choice of architect will be made.

There are talking points in the board packet that Dorothy and Laura referenced at the ACLS/GARA/Gettysburg Borough meeting. You can use some of these talking points when you are talking to anyone about the library and why the library wants/needs to move.

Executive Director's Report: Report in packet. Laura reported she attended the HARB meeting on April 21st regarding the roof repair on the High Street overhang. She said HARB did approve our repair request.

In Marketing news, Laura said at the April P&D meeting, the "why" of the need for a new/expanded library was discussed. The branch located in Gettysburg is actually the Adams County Library, not the Gettysburg Library and it serves as the System Headquarters and a downtown branch. The view of the public seems to be that the downtown branch is just that, a branch for Gettysburg. It is important that the entire county be educated about the System functions that occur in Gettysburg, especially with the likelihood of a capital campaign in the near future.

It was suggested that we publicize the services and tasks that occur in the main branch that are required to make the entire Library System function. Genevieve Felty will be contacting Alex Hayes at the Gettysburg Times with a request that they publish a feature story about the library.

Friends of the Library Update: Sharon Graff thanked Genevieve for the shout-out about the book sale. There will be a press release about the book sale, and it was advertised in the Friends of the Library newsletter. The sale is Saturday, April 24th. The Friends will have a stand at the Gettysburg Flea Market on May 15th. They are not selling the books, but will ask for donations.

There will be more information forthcoming regarding the summer book sale.

Friends of the Trone Library: Emma Diehl, President of the Trone Friends introduced herself. There will be a ribbon cutting on Monday for their book sale. They are working on a newsletter, and building a volunteer base. At the East Berlin Founder's Day on May 8th, the Trone Friends will have a table. They want people to know why we're here and why we exist.

Harbaugh~Thomas Foundation: No report. Josie said that a lot of older people are at the computers at Harbaugh~Thomas, and the staff helps them so much.

Friends of the Littlestown Library: Littlestown Friends are working on an upcoming soup sale, and Perkins and Sweet Frog fundraisers.

Friends of the New Oxford Library: They will have a fundraiser at Perkins in Gettysburg on April 29th.

Old Business: None.

New Business: None.

May 2020 to April 2021: A Year in Review: Dorothy provided “A Year in Review” discussing the uncertainty in March of 2020 and despite not meeting in person the Board was able to stay focused and engaged and how the board desired to keep the employees safe and employed in order to continue service to our patrons. The Finance Committee and Finance Manager worked to secure a PPP loan, allowing the entire staff to remain employed with full wages. Library to Go service allowed the library to reopen the doors. An ad hoc committee was formed to begin exploring relocating the ACLS headquarters and hired a library consultant to provide a new building study. The community stepped up in giving over \$700,000 by year-end 2020 and The East Berlin Community Library merged into the ACLS in December.

Mission Moment: Don Marritz has retired from the Board after serving for 16 years. He has truly been dedicated to the Library System and its Mission.

This is John Kiehl’s last ACLS Board Meeting as he is retiring after many years of service. While he was on the ACLS Board he served on many committees such as Relocation Committee, Chair of AD/OP Committee, Treasurer and Secretary of the board. He was instrumental in the East Berlin merger.

John has been bestowed the honorary title of Trustee Emeritus at this meeting.

John commented that he has seen much improvement in the organization since he’s been involved. John will be selling raffle tickets for the library forever.

Public Comment Period: No discussion. No public comments.

Dorothy asked for a motion to adjourn. Mary Sue motioned and Genevieve seconded. All were in favor and the meeting adjourned at 7:45 pm.

Recorded by:
Wanda Reigle

The next Board Meeting will be Thursday, May 27, 2021 via Zoom - 7pm