

Adams County Library System  
Board of Trustees Meeting  
Gettysburg Library  
May 26, 2022

Board members present: Kara Boehne-Miele, Secretary; Rita Rice, Treasurer; Mary Sue Cline, Ray Schwartz, Rukhsana Rahman, Sheila Fleischer, Associate Trustee

Dorothy Puhl, President & Anna-Mae Kobbe attended via Zoom

Also present: John Kiehl, Trustee Emeritus; Karen Arthur, Trustee Emeritus; Laura Goss, Brandt Ensor, Jeff Cann

Excused: Heidi Gillis, Vice-President, Genevieve Felty, Julie Ramsey, Erica Duffy

**Call to order:** Secretary Kara Boehne-Miele called the meeting to order at 7:15 pm.

**Approval of Board Minutes – 4.28.22** - Rita motioned to approve, and Sheila (Kara) seconded. All agreed and the minutes were approved with the understanding that an omission from the board minutes will be corrected.

**Omission from board minutes taken 4.28.22: Election of two Trustee Emeriti – John Kiehl and Karen Arthur.** Voting was by ballot. 10 votes each; unanimous. This will be noted/corrected on the board minutes report of 4.28.22.

**Executive Committee:** Report in packet.

**Administration/Operations Committee:** Report in packet. Laura explained the plumbing issue at the Gettysburg Library. As a public library we are required to have restrooms available. We have begun to keep track of maintenance costs per building.

**Board Membership and Nominating Committee:** Kara said the committee will meet in June.

**Finance Committee:** Report in packet. Amanda Ruhlman of SEK gave a presentation of the 2021 audit. Jeff will present the audit findings at the July board meeting. The audit finance statements and letter are included in this month's board packet. SEK says the audit has gone very smoothly.

Jeff reviewed the balance sheet and profit and loss report. He reported that we are on stable financial standing.

**Planning and Development Committee:** Report in packet. Genevieve will review a report at the June board meeting.

**Gettysburg Building Project Committee:** No meeting in May. Mary Sue reported that the library is waiting on the Seminary for a reply to our offer. Reply to offer is expected in early June.

**Executive Director's Report** – Report in packet. The summer edition of What's Happening will announce the title of the Adams County Reads One Book selection, which is *Leave only Footprints* by Conor Knighton.

The countdown to FunFest has begun. There will be 35+ booths and many activities for children and their families.

**Personnel:** We are back to one vacant position, a part-time public services assistant at the Harbaugh~Thomas Library.

**Building Issues:** As we have had expensive plumbing repairs in the last two months, we are having locks installed on the first-floor restrooms to be able to control use as necessary.

Solving the East Berlin water issue is still a work in process, however, recent steady rains have not flooded the basement.

**Friends Groups Reports:** No reports from Friends Groups.

**Old Business:** None.

**New Business: Bylaw change:** Amend Article VIII, Section 3 – Annual Organizational Meetings: the motion was made by Mary Sue and seconded by Rita. Board members voted and the motion passed.

**Updates to Board Manual, Organizational Chart and update the Board Calendar:** A motion was made by Mary Sue and seconded by Rita. Board members voted and the motion passed.

**Mission Moment:** From Rita Rice: Rita's son is excited about SummerQuest! Rita said he knew what activities he wanted to participate in and he knew the dates of when he needed to sign up for the activities he wanted to do. Rita said he could be a walking advertisement!

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

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

**Noted:** After the meeting Sheila Fleischer mentioned she should not have seconded the approval of the Board Minutes because she is an Associate Trustee. At that time, Kara stated she would second the motion to approve the minutes.

Recorded by:  
Wanda Reigle

The next Board Meeting will be June 23, 2022 at the Gettysburg Library at 7 pm.