

Adams County Library System  
Board of Trustees Meeting  
Thursday, May 25, 2023  
Gettysburg Library

Board members present: Heidi Gillis, President (via Zoom); Sheila Fleischer, Vice-President; Kara Boehne-Miele, Secretary; Rita Rice, Treasurer; Genevieve Felty, Ray Schwartz, Rukhsana Rahman, Anna-Mae Kobbe

Associate Trustees: Sue Whaley, Jessica Boyer

Trustees Emeriti: John Kiehl, Karen Arthur, Dorothy Puhl, Mary Sue Cline

Also present: Laura Goss, Executive Director; Brandt Ensor, Assistant Executive Director; Erica Duffy, Development Director

Marge Keller and Josie Pelc, Harbaugh~Thomas Foundation, Sharon and Dave Lentzner, Friends of the Littlestown Library, Angie Piraino, Friends of the New Oxford Library

Excused: Julie Ramsey, Rob Williams, Bettie Bertram, Jeff Cann, Cathy Dischner, Stephanie Trout

**Call to order:** Heidi called the meeting to order at 7:00 pm.

**Approval of Board Minutes – 4.27.23** – Mary Sue motioned to approve, and Dorothy seconded. All agreed and the minutes were approved.

**Executive Committee:** Report in packet. **Strategic Planning:** Heidi reviewed the Strategic Plan and requested that the board review the plan and it will be voted on in the next month's board meeting.

Heidi shared that the commissioner's will be asked for an increase to our funding during our June 14th meeting with them.

**Administration/Operations Committee:** Report in packet. You will find the Gettysburg boiler replacement under New Business. The Social Media & Internet Usage policies are being reviewed by the committee.

**Planning and Development Committee:** Report in packet. Genevieve said the Art, Wine & Cheese Social will be held September 12th from 5 to 7 pm. She would like to see it advertised in the newspaper, on social media and in college ads.

Erica reminded everyone that FunFest is Friday, June 9th. Between 8:30 and 12:30, Pop Ups will be set up, port-a-potties delivered and set up, etc. Between 12:30 and 3, organizations will be setting up. FunFest officially begins at 3 until 7. Erica is requesting board members sit at some of the library booths so the library branch managers can walk around and mingle with the community.

Abbey Lukiewski, District Consultant, introduced herself to the board. She presented an update on the district budget and happenings. She explained the District Consultant is a resource person, and that she represents the directors of York & Adams County.

John requested accountability as to what amount of money is received and how it's spent. Abby said it's a broad budget but there is not an itemized list.

John requested the York financial person attend a board meeting so they can explain how the money is distributed. There was a lengthy discussion as to how the district funds are allocated and what

encompasses the district. Abby explained the money goes to the district library center and the member libraries receive goods or services. Abby said there are five members and two systems.

Heidi remarked that she will send Laura a list of questions and Laura can send to Abby. Abby said she will try to get the financial person to attend a board meeting to answer any questions.

**Board Membership and Nominating Committee:** Kara reported there are no updates from May as there was no meeting. She asked everyone to set up their Google account. Everyone was given instructions, but if you have any questions, please ask her.

**Finance Committee:** Report in packet. Jeff was excused from this meeting.

**Gettysburg Building Project Committee:** Sue suggested Richard Thrasher should look over the final draft to determine everything is in there. He should then email it to their attorney so we can sign.

RFP will be sent out June 1st. RFPs will be given to members who will decide. It's been decided the Building Project Committee will meet the 2nd Monday of the month at 9:30.

**Executive Director's Report** – Report in packet. **Storywalk:** the walk will begin near the Sterner Building and end near the dog park. Laura said the walk will be ready for FunFest.

Laura said there is a meeting scheduled with the commissioners on June 14th regarding funding.

**Friends Groups Reports:** Harbaugh~Thomas: Marge and Josie commented that it's nice to be here.

Gettysburg: Cathy is not able to attend, but through Laura said they are on track for their summer book sale at Redding on July 27, 28 & 29th. They will be having another fundraiser on November 12th with the Ladies of History again. The topic will be Mary Jemison, Indian Captive.

New Oxford: Angie reported that New Oxford Friends will have a fundraiser at Jersey Mike's and will have a mixer on June 7th in New Oxford.

**Old Business:** None.

**New Business:** Boiler replacement: MOTION TO APPROVE the contract with REMCO for boiler replacement for \$94,714.00. Rita seconded the motion. A vote was taken and all voted yes. The motion so moved. Heidi suggested allowing for a contingency of 5%.

Committee assignments: Heidi said to let her know if you want to change committees.

Trustee Training from Office of Commonwealth Libraries: more information will be forthcoming.

**Strategic Plan Review:** Heidi did discuss this earlier in the meeting. Please review the plan for discussion at the June Board Meeting.

**Mission Moment:** Genevieve shared that her son is reading everything about oil rigs. Barbara at Harbaugh~Thomas was helpful in selecting books on oil rigs.

Rita shared that it is wonderful to see the influx of children's non-fiction books at the Harbaugh~Thomas Library through money received on Library Giving Day!

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

Heidi reviewed the upcoming library events.

**Adjournment:** Heidi asked for a motion to adjourn. Rita motioned, and Genevieve seconded. All were in favor and the meeting was adjourned at 8:20 pm.

Recorded by:  
Wanda Reigle

The next Board Meeting will be June 22, 2023 at 7 pm at the Carroll Valley Library.