

Adams County Library System
Board of Trustees Meeting
Thursday, October 24, 2024
Gettysburg

Board members present: Heidi Gillis, President; Kara Boehne-Miele, Secretary; Rita Rice, Treasurer; Anna-Mae Kobbe (via Zoom), Julie Ramsey, Kathleen Pratt

Associate Trustees: Lisa Shower, Jill Schumann, Kathleen Heidecker, Kelly Kampstra (via Zoom), David Kushner

Trustees Emeriti: Karen Arthur & Ray Schwartz

Also present: Miranda Wisor, Executive Director; Brandt Ensor, Assistant Executive Director, Jeff Cann, Finance Director

Also present: Sharon Lentzner, Littlestown Friends; Dave Lentzner, Littlestown Friends and Angie Piraino

Excused: Jessica Boyer, Rob Williams, Sue Whaley, Bettie Bertram, Dorothy Puhl, Mary Sue Cline, Erica Duffy

Call to Order of the Board of Trustees Meeting: 7:00 pm.

Approval of Board Minutes – 9.26.24 – Heidi asked for a motion to approve minutes with correction. Julie motioned. Kara seconded the motion. Ray did have a correction to the minutes where Kathleen Pratt was erroneously listed twice, once as an Associate Trustee and once as a Trustee. She is a Trustee. This will be corrected in the minutes. All were in favor and the board minutes were approved.

Administration/Operations Committee: Report in packet.

Planning and Development Committee: No report in packet. The committee did not meet.

Board Membership and Nominating Committee: Kara said they are looking for skills and expertise of community partners to maybe serve as trustees. Kara shared the Board Comparison Matrix which can be used for personal evaluation and for possible new board members. She will share the matrix again at the Board Retreat on Saturday.

Executive Committee: Report in packet. Heidi said the Board Retreat will be discussed later in the meeting and she will meet with Mary Sue and Julie regarding the Capital Campaign.

Finance Committee: Report in packet. Jeff presented the Balance Sheet and Profit & Loss reports. He also reviewed insurance information. Jeff proposes reducing the insurance value of the statue to \$200,000.

Gettysburg Building Project Committee: Report in packet.

Marketing Committee: Report in packet. Kathleen said the inaugural meeting went well.

York Adams District Update: Miranda reported that a new district consultant has been hired.

Executive Director's Report: Report in packet. For the **Annual Appeal** the Be a Dear letters were sent out the beginning of October. Early giving is strong and we are seeing new names of individuals who have never donated to ACLS in the past.

Library of Things: ACLS launched its new Library of Things collection in September to significant media response. We are beginning to look now at how this service can be grown beyond Gettysburg and into other Adams County Libraries.

Friends Groups Reports: Sharon Lentzner, Friends of the Littlestown Library shared that they made 431 quarts of soup. On October 27th they will be bagging candy and they usually do 120 bags of candy. 12/7 is Christmas on the Square and the Littlestown Friends will have a presence there. Sharon said after that they are going to rest for a while!

Old Business: AD/OP Committee: Motion to accept Records Retention Policy (for vote) – Julie seconded the motion. All were in favor. The motion so moved.

P&D Committee: **Motion to accept Gift Acceptance Policy (for vote)** – Rita seconded the motion. There was discussion and Section A, #2 – Qualified Charitable Distributions from IRAs has been reworded to “by anyone 70 ½ years old or older.” All were in favor. The motion so moved.

Strategic Plan – Quarter 3 2024 – reporting.

Board Retreat – October 26, 2024 – 9:30 to 3:30 at Harbaugh~Thomas Library.

Google Drive Minute: Kara referenced the Board Comparison Matrix mentioned earlier.

New Business: Finance Committee: Motion to approve the 2025 budget contingent on additional funding from the County when their budget is approved this year. (For vote): Julie seconded the motion. There was discussion. All were in favor. The motion so moved.

Building Committee: **Motion to approve contract with HBM for community engagement sessions and building design services (For vote):** Julie seconded the motion. A discussion ensued. We are wanting a sample floor plan inside and outside, and what it would look like. All were in favor. The motion so moved.

2025 Board Meeting Schedule: Heidi is suggesting this meeting schedule as it will allow for committee minutes to be completed and sent to the EA to be included in the board packet.

Mission Moment/History Moment: Lisa shared that the first librarian for Adams County Public Library was Catherine Oller of Chambersburg from 1946 to 1949.

Public Comment Period: No public comments. No discussion.

Adjournment: Heidi asked for a motion to adjourn. Rita motioned and Kara seconded at 7:55 pm.

Board went into Executive Session at 7:55 pm. Heidi asked for a motion to come out of Executive Session and Julie motioned and Rita seconded the motion.

Rita motioned to adjourn and Julie seconded the motion. Meeting adjourned at 8:09 pm.

Recorded by:
Wanda Reigle

The next Board Meeting will be December 5, 2024 at 7 pm at the Gettysburg Library.