

Adams County Library System
Board of Trustees
Meeting minutes of December 1, 2016

Board members present: Bob Shuey, President; Don Marritz, Vice-President; Ray Schwartz, Treasurer; John Kiehl, Secretary; Karen Arthur, Jeremy Garskof, Sandy Abnett, Tony TenBarge, Dorothy Puhl
Associate Trustees: Annie Letendre, Mary Sue Cline, Genevieve Felty
Also present: Karla Trout, Laura Goss, Beth Cool, Marge Keller, Josie Pelc, Jim Gardner,
Excused: Dawn Smith & Marcia Wilson

Call to order

President Bob Shuey called the meeting to order at 7 pm.

Consent Agenda: Motion by Jeremy to approve Consent Agenda. Tony seconded, all were in favor. Consent Agenda accepted.

Friends of the Library: Jim reported a successful annual meeting. They gave \$64,000 to the library! Don, Bob and Karla thanked Jim and the Friends for all their hard work and generosity.

Friends of the Littlestown Library: Marcia Wilson was excused and no report is included.

Harbaugh~Thomas Library: Marge & Josie were present and the Harbaugh~Thomas report is included. Marge thanked Sara, Jessica R., and Barbara for their detailed instruction at the Delta Kappa Gamma meeting.

East Berlin Community Library: Sandy reported that through the ACCF Giving Spree in November, it's estimated East Berlin will receive approximately \$15,000.

East Berlin, or more correctly, the Jean Barnett Trone Memorial Library now has a teen associate board member. The teen is planning to start attending the monthly Board of Trustee meetings in December.

She reported two staff members have or plan to resign due to family move and family commitments; however, one of the staff may consider a position on an "as needed" basis.

Sandy resigned as President of Jean Barnett Trone Memorial Library of East Berlin Board of Trustees effective December 31, 2016. Richard Gawthrop will become Board President, January 1, 2017. Sandy was on the board for seven years and was president for three years. She will take some time off and not have any commitments for a while. Bob Shuey commended Sandy for all her good work.

Financial Report: Beth presented the financial reports as of October 31st. Beth also explained that, for cash flow purposes, the budgeted draw from investments had occurred, although Beth did not draw the full amount. \$145,000 was budgeted; \$120,000 was drawn.

Old Business: Bookmobile – Cleveland Brothers will depersonalize the Bookmobile and sell it for us on consignment.

Karla commented that Outreach is transitioning nicely. All senior homes and daycares are please with delivery service and selection of material. Don asked Karla what the Books-by-Mail program is, and Karla explained.

Carroll Valley Lease: The lease will be discussed at the next AD/OP Committee Meeting. Bob Shuey said the AD/OP Meeting will be Thursday, December 8th at 9 am, with the AD HOC Meeting taking place immediately after.

New Business: Budget/Continuing Resolution: Given that several budget items, such as for healthcare, new Outreach van, East Berlin Agreement, maintenance items and personnel costs for 2017 are not well estimated at this time, Ray motioned that the budget for 2016 be extended into 2017 until those budget items are finalized and the budget for 2017 be approved. John seconded the motion. All were in favor. Motion carried.

East Berlin Agreement: After much discussion, it came before the Board to continue a one year agreement, with a stipend not to exceed \$10,000. John motioned, and Tony seconded. All were in favor. The motion passed.

Bob Shuey asked for a motion to adjourn. Jeremy motioned, Dorothy seconded. The meeting was adjourned at 7:40 pm.

Respectfully submitted,
Wanda Reigle