

Adams County Library System  
Board of Trustees  
Meeting minutes of March 23, 2017  
Harbaugh~Thomas Library, Biglerville

Board members present: Bob Shuey, President; Ray Schwartz, Treasurer; John Kiehl, Secretary; Karen Arthur, Tony TenBarge, Dorothy Puhl, Jeremy Garskof  
Associate Trustees: Mary Sue Cline, Genevieve Felty  
Also present: Laura Goss, Assistant Director; Beth Cool, Financial Administrator; Marge Keller, Harbaugh~Thomas Foundation; Jim Gardner, President of Friends of the Library; Marcia Wilson, President of the Friends of the Littlestown Library  
Excused: Don Marritz, Karla Trout, Annie Letendre, Richard Gawthrop & Josie Pelc

**Call to order**

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

Barbara Buckley, Manager of the Harbaugh~Thomas Library gave the Board a brief “tour” of the new theater-like state-of-the-art audio/visual equipment newly installed in one of the meeting rooms where she explained and demonstrated the system. She also reported the many organizations and families using and enjoying the room. She related they do have a movie night, where they serve snacks to the children and families. It’s been a real positive experience with the community. This new audio/visual equipment was funded by the Harbaugh~Thomas Foundation and the Hoffman Grant.

**Consent Agenda:** Dorothy motioned to accept the Consent Agenda and Jeremy seconded the motion. All were in favor.  
Consent Agenda accepted.

**Friends of the Library:** Jim said he's contacting the *Banner*, the *Gettysburg Times*, the *Gettysburg Experience* and the *Merchandiser* about purchasing advertising space for the upcoming book sale in June.

The Friends Board voted to honor Ginny Ciliotta with two books on a subject of her interest with bookplates. The remaining endowment funds will be used for the funding of children's programs.

**Friends of the Littlestown Library:** Marcia Wilson had no report, as she has been busy with other meetings/committees. She questioned her role being at the board meetings, and if her presence was necessary. Ray offered that she is probably not required to attend, but it's appreciated that she shares what's going on at the Littlestown Library, and by her attendance perhaps she can learn from others about what is going on in the library system.

**Harbaugh~Thomas Library:** There is a report included for February, 2017 on the events at the library. Marge Keller thanked the Board for being there.

**Jean Barnett Trone Memorial Library:** There is a report included for March, 2017. Richard Gawthrop is excused from the meeting.

**Financial Report:** The February report was presented by Beth Cool.

**Old Business: Carroll Valley Lease / Fairfield Lease / Carroll Valley Library Opening Update:** The **Carroll Valley Lease** needs to be approved and signed as Carroll Valley Borough has received their first lease payment and certificate of insurance. Tony motioned to approve the Carroll Valley Lease and Ray seconded the motion. All were in favor. The motion carried and the Carroll Valley Lease has been approved.

**Fairfield Lease:** After March 31, 2017 the owner of the property is to be actively looking for another tenant. While ACLS will pay monthly rent for approximately another year, a solution may be a “buyout.” More information will be forthcoming on this subject.

**Carroll Valley Library Opening Update:** The new Adams County Library @ Carroll Valley opened on schedule on March 1, 2017. The branch has been very busy since opening, and has been very well-received by the community.

**Line of Credit Resolution:** Although not on the agenda, the Line of Credit Resolution was discussed and more specific wording is needed. The Resolution was tabled. A motion was made by John on behalf of the Board to **Direct the Executive/Finance Committee to authorize staff to investigate and report the establishment of a line of credit not to exceed \$400,000.** Dorothy seconded the motion. All were in favor. Motion carried.

**New Business: Revision of the ACLS By-laws:** Bob motioned to accept the ACLS By-Laws as written and to be presented at the Annual Meeting on April 27<sup>th</sup>. No second needed. One member voted “no” and the rest “yes” and the motion carried.

Jeremy motioned for adjournment, and Karen seconded. Meeting adjourned at 8:10 pm.

Respectfully submitted,  
Wanda Reigle