

Adams County Library System
Board of Trustees
Meeting minutes of March 22, 2018
Carroll Valley Library

Board members present: Bob Shuey, President; Tony TenBarge, Vice-President; Karen Arthur, Secretary; John Kiehl, Treasurer; Dorothy Puhl, Jeremy Garskof, Mary Sue Cline, Richard Gawthrop (East Berlin)
Associate Trustees: Genevieve Felty, Don Marritz
Also present: Beth Cool
Excused: Annie Frazee, Ray Schwartz, Jim Gardner, Marcia Wilson, Marge Keller, Josie Pelc, Karla Trout, Laura Goss

Call to order

President Bob Shuey called the meeting to order at 7:00 pm.

Consent Agenda Items: Bob Shuey asked for a motion to accept the Consent Agenda Items, and John Kiehl requested that the Executive/Finance minutes (from 3.15) and the Board minutes (from 2.22) be pulled. Bob said the Executive/Finance and Board minutes were pulled for future discussion. A motion was made by Mary Sue to approve the remaining Consent Agenda items. Jeremy seconded, and all agreed. With the exception of the Executive/Finance and Board minutes, the Consent Agenda Items are approved.

Regarding the Executive/Finance Minutes (from 3.15) that were pulled from the Consent Agenda, the motion made by John Kiehl was corrected to read: to request resignation and appoint Annie (Letendre) Frazee as an Associate Trustee. Tony TenBarge seconded it. The vote was 2 to 2. After further discussion Karen changed her vote and the motion was defeated. Karen then made a motion to allow an excused absence through July. The motion was seconded by Tony TenBarge. The motion passed. It will be noted this has been corrected on the Executive/Finance Minutes (from 3.15). John Kiehl made a motion, and Jeremy Garskof seconded that the Executive Committee minutes be accepted as corrected. All were in favor.

Regarding the Board Minutes (from 2.22) pulled from the Consent Agenda, under “**New Business**” – a typographical error corrected from **continues** to **continues** and **no discussion** corrected to read: **after discussion**. With those corrections, John motioned to accept the Board Minutes (from 2.22), and Dorothy seconded the motion. All were in agreement. It will be noted this has been corrected on the Board minutes (from 2.22).

Friends of the Library: Jim Gardner excused and the FOL report attached.

Friends of the Littlestown Library: Marcia Wilson excused and no report attached.

Friends of the New Oxford Library: No representation from FONOL and no report attached.

Harbaugh~Thomas Library: Marge Keller/Josie Pelc excused and report attached.

Trone Memorial Library: Richard gave his report, which included: the Board Members are invited to their Annual Dinner & Silent Auction on Friday, April 13th @ Inn 94 in New Oxford. Featured speaker will be Kat Kronenberg, the author of *Dream Big*. This is East Berlin’s largest fundraiser of the year.

They have 7 Community Aid bins and receive vouchers. Richard thanked ACLS for the inclusion of their new web page on the new ACLS website.

Their fundraising efforts include: Warehime Foundation (\$100,000 with \$100,000 matching funds totaling \$200,000); Adams Electric (\$2,000); First Energy (\$5,000); and Cashman’s Hardware in East Berlin will sponsor Trivia Nights.

They received an estate gift from a woman who moved into the area and fell in love with East Berlin and the library and bequeathed her home and car to the library.

Financial Report: the Balance Sheet will be reported on a quarterly basis at the Board Meeting following the end of the quarter. The year-to-date profit and loss will be presented on a monthly basis.

Old Business: Harwood Update: Genevieve reported the latest conversation with their coach was productive. They will start with community conversations first.

Board Manual Draft (Informational Only): John, Jeremy and Dorothy are meeting weekly regarding the Board Manual. There was a section added **Nominating Committee** with the Board Secretary chairing. This committee was added with the idea of perpetuating Board members and to diversify the Board. The committee would meet every other month.

Any edits to the Board Manual will be highlighted. Bob Shuey reminded the Board any changes to the By-Laws must be advertised.

Regarding the By-Laws and Board Manual, Don Marritz said he feels the 3-day notice to speak (Public Forum Policy 3.9) is burdensome. Beth recommended the Board revisit this topic with Karla.

Board Application Discussion: Karen suggested, "Would you be willing to be in a leadership role?" would be better wording for Interview Question #6. After some discussion, all agreed.

John asked Richard how he procures board members, and Richard said he invites them to board meetings so the board can get to know them and determine how suitable they would be to serve.

This will go back to P&D for further discussion.

New Business: Bob called for a vote on the motion from the Executive Committee regarding excused absence. The motion is to allow an excused absence through July for Annie (Lentendre) Frazee. All were in favor, the motion passed.

Bob updated the Board on the progress of the Named Endowment Fund segregation.

Bob adjourned the meeting at 8:20 pm.

Next Board Meeting will be Thursday, April 26, 2018 at 7 pm at the Harbaugh~Thomas Library in Biglerville, PA. This is the Annual Organizational Meeting.

Respectfully submitted,
Wanda Reigle