

Adams County Library System  
Board of Trustees  
Annual Organizational Meeting  
April 25, 2019  
Harbaugh~Thomas Library

Board members present: Dorothy Puhl, President; Jeremy Garskof, Vice-President; Karen Arthur, Secretary; John Kiehl, Treasurer; Annie Frazee, Genevieve Felty, Ray Schwartz, Sandy Abnett

Associate Trustees: Don Marritz, Rita Rice

Also present: Jeff Cann, Jim Gardner, Barbara Buckley, Marge Keller & Josie Pelc

Excused: Mary Sue Cline, Laura Goss, Dawn Smith, Angie Paraino

Executive Session at 6:30 pm.

**Call to order**

President Dorothy Puhl called the meeting to order at 7:00 pm.

**Approval of Board Minutes:** 3.28.19 – Dorothy asked for approval of the board minutes. Jeremy motioned to approve, and Genevieve seconded the motion. All were in favor, and the minutes were approved.

**AD/OP Committee:** Meeting from April canceled. John had nothing to note.

**Board Membership & Nominating Committee:** Karen said the next committee meeting will be May 20, 2019 at 11:30 am. The potential associate trustees chart will be reviewed. Don suggested that branch managers should be encouraged to make suggestions for potential associate trustees.

**Executive Committee:** Dorothy said the committee would like to create an Ad Hoc committee to review employee benefits.

**Finance Committee:** John said there seems to be some confusion regarding State required spending on materials. There is a District Library person coming to the May Finance Committee meeting to help explain required spending requirements. John also noted there will be an account review with PNC regarding investments at a future finance committee meeting.

The subject of the artwork held by the library was discussed. Olde Tyme Auctions (Chris Sprigle) will donate his services to appraise the artwork at the library.

**Balance Sheet and Profit & Loss:** Jeff noted that there were gains made to investments. He said nothing is out of the ordinary at this time.

**Planning & Development:** Genevieve requested that for any special events P&D would like to see 100% participation from the board.

She also suggested that if anyone knows of any person or organization that would like to participate in FunFest, please have them contact Dawn.

Board Portfolios will be discussed at the next P&D meeting.

**Interim Executive Director's Report:** Laura is excused from the meeting and her report is included. She completed a statistics report for distribution at this meeting. The AD/OP Committee will need to determine what information needs to be in future statistics reports.

**Friends of the Library:** Jim remarked there are twelve pallets already at the warehouse and four more will be sent.

**Friends of the Littlestown Library:** No report.

**Friends of the New Oxford Library:** No report.

**Harbaugh~Thomas Library:** Report attached. Barbara Buckley, Branch Manager, reviewed and remarked on the report and the varied programs being offered at Harbaugh~Thomas Library in Biglerville. Explore Music & Rhythm is a new program, three sessions, for birth through age 6.

**Trone Memorial Library:** Sandy reported that at the annual Trone Memorial Library Dinner Gala and Silent Auction on Friday, April 26, 2019, the Board plans to announce they have raised over \$115,000 which exceeds the Keystone Grant match of \$112,948 to renovate the lower level of their library. They continue to fundraise to obtain money for furniture, AV equipment, etc. They anticipate lower level construction to begin in October 2019.

**Old Business:** None

**New Business: Election of Trustees:** Karen Arthur is on the slate for re-election as a board member to a 2<sup>nd</sup> three-year term. Annie made the motion to re-elect Karen, and Genevieve seconded the motion. Jeremy made a motion to close the nomination. A vote was taken by the board members and all were in favor. Karen was re-elected to a second term as a trustee. Her term will end in 2022.

**Election of Board Officers:** Board Officers were elected by paper ballot. The ballots were counted and results were no change in the Board Officers from last year. Officers named were: Dorothy Puhl, President; Jeremy Garskof, Vice-President; Karen Arthur, Secretary and John Kiehl, Treasurer.

**Search Committee Executive Director Candidate Recommendation:** Jeremy, as Chair of the Search Committee, announced that the recommendation to the board for Executive Director is Laura Goss. Jeremy made a motion to promote Laura Goss from Interim Executive Director to permanent Executive Director at a salary of \$70,000 to \$80,000. John seconded the motion. All were in favor, and the motion carried naming Laura Goss as Executive Director. The salary will be negotiated in Executive Committee.

**Correspondence from Adams County Bar Association:** Dorothy was pleased to share that the Adams County Bar Association has approved a requested grant in the amount of \$2,036 to the Adams County Library System. The check will be presented to ACLS at the Adams County Bar Association's Law Day program on Wednesday, May 1, 2019 at 1:30 pm.

**Discussion Point: Board Governance Committee vs. Board Membership and Nominating:** A discussion ensued as to whether it should be Board Governance Committee vs. Board Membership and Nominating Committee. After discussion it was decided to continue with the name of Board Membership and Nominating Committee.

**Adjournment:** Jeremy motioned for adjournment, and Karen seconded. Dorothy adjourned the meeting at 7:45 pm.

The next Board Meeting will be Thursday, May 23, 2019 @ New Oxford Library @ 7pm.

Recorded by:  
Wanda Reigle