

Adams County Library System
Board of Trustees
Meeting minutes of August 25, 2016

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

Excused: Don Marritz

Call to order

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

Nominations: Bob Shuey recommended Dorothy Puhl as full Trustee, filling Bob Holmes' current term ending April 2017. All said aye. None opposed.

Bob Shuey recommended Ray Schwartz for Treasurer to fill Bob Holmes' position. All said aye. None opposed.

Consent Agenda: John Kiehl questioned Executive/Finance Minutes of August 10, 2016, more specifically the Investment Policy. Dorothy moved to accept remaining agenda items, and Karen seconded. All were in favor. Consent Items approved excluding Executive/Finance Minutes.

Friends of the Library: Jim Gardner reviewed his report. He added that the FOL Book Sale was a success, and they made \$28,000 for the library. After final expenses, the Friends netted \$25,000.

Friends of the Littlestown Library: Marcia Wilson was pleased to report the FOLL participated in the community Good Ole Days by creating a float for the parade. They are now planning for fall and winter fundraisers which will begin in earnest in September.

Harbaugh~Thomas Library: Marge & Josie were present and the Harbaugh~Thomas Report was included in the Board Packet.

East Berlin Community Library – Brandt Ensor, Director of the newly remodeled and re-named **Jean Barnett Trone Memorial Library of East Berlin**, gave an overview of the library operations, hours and great program statistics. He shared the interesting history of the library and provided a more in-depth report to be associated with the Board Packet.

Financial Report: Beth commented on the Financial Report. Focus on Local Financial Effort expenditures, a qualifier for state funding is the current focus. Budget work will begin soon.

Old Business: None

New Business: Action Form – Bookmobile Replacement Fund: The action was from the Executive/Finance Committee requesting the renaming of the fund from “Bookmobile Fund” to “Outreach Services Fund.” The board members voted yes unanimously to change the fund name. None were opposed. Approved 8/25/16.

A question arose as to why the need for Action Forms. This is to be discussed at the next Executive/Finance Meeting in September.

Approval of ACNB Investment Policy: John K. said the objective does not seem to be what we are doing, and the risk tolerance seems to be vague. Bob said the Board will table the action on approval of the Investment Policy. He called for appointing a subcommittee for review of the Investment Policy. The Financial Policy subcommittee will consist of John, Tony, Ray, Beth and Karla. Karen has recused herself from this subcommittee due to conflict of interest, but she has offered the insight and expertise of Mark Bernier, if needed.

Board Retreat: while there was discussion to have the retreat meeting be a longer meeting, perhaps from 9 am to 2 pm to cover all topics and planning, it was agreed to have several meetings lasting about 2 hours each, perhaps 4:30 – 6:30 pm depending on the day. This would ensure more productive results and help to reduce fatigue. The retreat would be for Strategic Planning leading to a Capital Campaign. Karla would like to have an outside facilitator lead the meeting so other participants can be fully immersed. PANO or PaLA might have suggestions. She would like the Board to have a clear vision and to plan for a Capital Campaign. It was decided to have the retreat in October, with a place to be determined. Karla will send a Doodle to everyone to determine their availability for certain dates.

Capital Campaign: Dawn, Karla & Beth will work on the budget for a Capital Campaign.

Please note the AD/OP Meeting scheduled for September 8th has been changed to September 15th at 8:30 am.

Bob Shuey asked for a motion to adjourn. Karen motioned and Tony seconded. The meeting was adjourned at 7:47 pm.

Respectfully submitted,
Wanda Reigle