

Adams County Library System
Board of Trustees Meeting
August 27, 2020
Zoom Conferencing and YouTube Streaming

Board members present: Dorothy Puhl, President; Karen Arthur, Secretary; John Kiehl, Treasurer; Mary Sue Cline, Ray Schwartz, Rita Rice, Don Marritz, Heidi Gillis and Richard Gawthrop

Also present: Laura Goss, Brandt Ensor, Dawn Smith, Marge Keller and Kara Boehne

Excused: Genevieve Felty and Jeff Cann

Call to order:

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

Approval of Board Minutes: 7.23.2020 – Dorothy asked for approval of the board minutes. Karen motioned to approve, and Rita seconded the motion. All were in favor, and the minutes were approved.

Executive Committee Report: Report in packet.

AD/OP: Report in packet. John had no additional comments.

Board Membership and Nominating Committee: Jeremy Garskof, Vice President, resigned from the board. We regretfully accepted his resignation.

Karen called for a nomination of Heidi Gillis to a full Trustee. Dorothy seconded the nomination. The board voted and all were in favor. Heidi is now a full Trustee.

Karen called for a nomination of Mary Sue Cline for Vice President. John seconded the nomination. The board voted and all were in favor. Mary Sue is now the Vice President.

Karen called for a nomination of Kara Boehne for Associate Trustee. Mary Sue seconded the nomination. The board voted and all were in favor. Kara is an Associate Trustee.

Finance Committee: John said the committee met concerning moving the General Fund Checking Account from PNC Bank to ACNB Bank. It is noted that Karen Arthur abstained from voting as it would be a conflict of interest. The Balance Sheet and Profit & Loss Reports are in the packet. John had no additional comments.

Planning & Development: Dawn said they will take a SWOT deep dive with the full board when we have direction in 2021.

Developing potential fundraising during a pandemic. We will offer great swag for sale. More information coming soon.

The Double Dog Dare and Triple Dog Dare brought \$13,245.10. What a great challenge!!

Dawn received 15 essays on Kindness during the COVID19 pandemic.

Great news! We get two for the price of \$0. Christina Baker Kline and Amanda Ayres will be “visiting” via Zoom on September 25th at 6:30 pm. The cost is \$25 per household.

Gettysburg Building Project Committee: Report in packet. Mary Sue shared that the committee has a meeting on August 31st with GARA concerning thoughts or suggestions regarding the possibility of the library building on that ground.

She also requested that if anyone has any suggestions for sites or if you have any questions, please email or call.

Executive Director's Report: Report is in the packet.

Laura would like to return to browsing and computer use without appointment on August 31st. Continuing Library to Go. Strict adherence to "No mask, No entry" policy (as required by state order and policy of District). Hand sanitizer encouraged as visitors enter and no in-person programs planned for September.

Laura was pleased to announce a digital overload. The circulation of ebooks and eaudio books should (or will) surpass the 2019 annual circulation by the end of August. (That was 54,759 circulations and we still have 4 months left in the year!)

Laura gave a brief update on the Friends groups: Friends of the Library are planning for online membership drive continues and a 2021 book sale is scheduled for the week of July 26 to 31. They donated \$1,000 to the matching challenge.

The Friends of the Littlestown Library donated \$500 to the matching challenge. The Friends of the New Oxford Library donated \$500 to the matching challenge and they held their first Zoom meeting!

Mary Sue will be the liaison for the board to the Friends of the Library.

Friends of the Library Update: Report in the board packet.

Jean Barnett Trone Memorial Library: Richard extended a warm thank you to Laura and Brandt for their assistance. Richard announced that the Summer Food Program ended last week.

Anne Geiger is replacing Cathy Horn working 20 hours per week. He shared that Carla & Jay VanBuren are two new board members.

Old Business: East Berlin Conversion to Branch Library: John forwarded a draft of a MOU (Memo of Understanding) to Richard. This will be discussed at the September board meeting where John Miller (District Consultant) will be present for part of the meeting.

In other business, Dorothy reminded everyone to complete their Conflict of Interest, Confidentiality Agreement and Code of Conduct statements.

New Business:

- Motion from AD/OP Committee: **Reopen the ACLS branches on August 31, 2020 with regular hours for unscheduled browsing and computer usage, and authorize the executive director to roll back to appointment browsing and computer use should the pandemic situation warrant such change.** Rita seconded the motion. There was a discussion. Library to Go will continue as patrons like that service. No in-person programming in September. We want to see what happens in the schools. Books are quarantined in meeting rooms so no meetings can take place in rooms. A vote was taken and all agreed. The motion carried.
- Motion from Finance Committee: **Move the general fund checking account from PNC Bank to ACNB Bank.** Mary Sue seconded the motion. There was a discussion. A vote was taken and all but one agreed. The motion carried. It is noted that Karen Arthur abstained from voting.
- Motion from Planning & Development Committee: **Lower the starting level for named endowments to \$1,000.** Karen seconded the motion. A brief discussion ensued. A vote was taken and all agreed. The motion carried.

Discussion Point/Public Comment Period: No discussion. No public comments.

Dorothy called for adjournment of the meeting. Ray motioned and Karen seconded. Meeting adjourned at 7:35 pm.

Recorded by:
Wanda Reigle

The next Board Meeting will be Thursday, September 24, 2020 via Zoom Conferencing @ 7pm.