

Mission: Adamstown Area Library serves as a vibrant community hub utilizing extensive resources to provide innovative programming and services that engage and educate residents of all ages and cultures.

Adamstown Area Library Trustees Meeting Minutes May 10, 2023

In Attendance:

Board: Cory Cox, Maia Hession, Cindy Mellinger, Brad Rauch, Hope Schmidts, Anne Williams

Staff: Carolyn Reiste

Friends: none

Guest: none

The meeting was held at the library and was called to order at 6:32 PM by Anne Williams.

Welcome & Introductions Anne welcomed new board members Maia Hession and Cory Cox and had board members introduce themselves. Everyone expressed appreciation for Maia and Cory joining the board to support the important role of our library as a community hub or learning and resources.

Secretary's Report was presented by Hope Schmidts. No edits were suggested. **Motion to accept: Brad Rauch, Cindy Mellinger. Approved.**

Treasurer's Report was presented by Brad Rauch. Finance Committee met Monday and approved this report. Brad gave some extra detail for the benefit of new board members regarding history of building loan (\$400K at 1%) from Adamstown Borough, current plans for Adamstown Borough to build new facility next door to library, and sources of income: government funding, fundraising, and library services (ex. passports). Brad explained sources of government funding – state, county and 5 municipalities. Focus over next few years will be providing more competitive staff wages. Brad reported Finance Committee has approved a plan to establish a building fund with \$5K to start and then earned interest from short-term CDs being deposited into the fund. Brad and Marj Hyrb will lead the effort to look into planned giving. Everence and LCCF are possible sources of information. While each board member contributed some treat or token of appreciation during National Library Week, cost of annual staff lunch during that week should be planned and included in next budget.

Motion to accept: Hope Schmidts, Cindy Mellinger. Approved.

There was no **Friends Report** this month.

The Director's Report was presented by Carolyn Reiste. Thanked Board President Anne Williams for attending County Commissioners meeting last week and for her positive comments regarding National Library Week. LSLC is negotiating with another company for book delivery, since Ways has become too expensive. Family of patron Nancy Kulp requested library donations in her honor. We are now the only [Luggage Hero](#) drop off site in the county. Carolyn continues to seek creative ways to bring revenue into library. She also shared a link to [Lancaster County Racial Equity Profile](#). Anne Williams suggested library could partner with NLCCC to host a presentation about the profile. Several board members agreed Vanessa Philbert from UWLANC gives an excellent and informative presentation. **Motion to accept Director's Report: Brad Rauch, Anne Williams. Approved.**

New Business - none

Old Business

- **Food & Wine Update** – Ticket sales close at 5PM tomorrow. We have sold close to 100 tickets so far. Carolyn, Hope, and Cindy will communicate about final ticket and meal count tomorrow evening so Cindy can share hard count with Chef Moeller. Last pre-event planning meeting is tomorrow at 12:30. Event committee will arrive at IronSpire at 3PM on Thursday, May 18 (event day) to set up. Any guest who requires a vegetarian meal will have a Vegetarian tent card on their plate.
- **9th Annual Golf Outing – Saturday, August 26, 2023 at Manor Golf Course.** Golf Outing steering committee includes Marj Hyrb, Mike Wetherhold, and Kathy Thren. Promotion of this event will pick up the pace immediately after Food & Wine event wraps up next week. Photo opp at Manor Golf Course on May 24 at 2PM for anyone who can attend. Many volunteers will be needed on day of event.

3 Points from staff to board:

1. Staff are doing calendar training, which greatly expands online reservation and payment services for patrons.
2. Passport updates. Timelines are extended. Passport phone line helps inform patrons of what documents to gather before scheduling passport appointment.
3. Marj came to monthly staff meeting to explain golf outing and what its funds support.

3 Points from board to staff:

1. Welcome, new board members Maia Hession and Cory Cox!
2. Thank you for all your hard work as we prepare for Food & Wine event.
3. Finances remain on track.

Motion to adjourn: Cindy Mellinger, Brad Rauch. Approved. Meeting was adjourned at 7:46 PM.

Next Regular Meeting: Wednesday, June 14, 2023 at 6:30 PM

Respectfully submitted by Hope Schmids, Secretary – AAL Board of Trustees