

**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 June 14, 2023**

### **In Attendance:**

**Board:** Cory Cox, Maia Hession, Jessica McManimen, Cindy Mellinger, Brad Rauch, Hope Schmids, Curt Unruh, Anne Williams

**Staff:** Maribeth Donohue

**Friends:** Margaret Harting

**Guest:** none

**The meeting was held at the library and was called to order at 6:35 PM by Anne Williams.**

**Secretary's Report** was presented by Hope Schmids. No edits were suggested. **Motion to accept: Cindy Mellinger, Curt Unruh. Approved.**

**Friends Report** was presented by Margaret Harting. Weekly book sales are averaging \$250/day, \$12K/year, which is comparable to amount raised in the past at annual book sale. About 30 new volunteers support the book sale. Friends recently purchased a 3-D printer for library youth STEM activities. Staff are currently learning how to operate it and planning an activity with it soon. Friends have also provided 6-8 lawn games to the "Library of Things". These games are popular and checked out frequently. Board members thanked Margaret for all the Friends' support of the library.

**Treasurer's Report** was presented by Brad Rauch.

- Finance Committee will work on creating an investment policy. **Motion to accept Financial Report: Jess McManimen, Cory Cox. Approved.**
- Proposal from William Koch to serve as auditors for 2023. We budgeted \$7500. Their quote is \$7500 - \$8100. **Motion to accept proposal for William Koch to serve as auditors for 2023: Curt Unruh, Hope Schmids. Approved.**
- Brad consulted with Karen (bookkeeper) and agree that CDs up to \$50K would be acceptable. CDs are insured by FDIC. *Brad is requesting a resolution from the Board to authorize Carolyn Reiste as authorized signer and authorize Finance Committee to invest up to \$50K in 1 or more short-term (no more than 12 months) Certificates of Deposit.* **Motion to accept resolution: Cindy Mellinger, Jess McManimen. Approved.**

**The Director's Report** was included in packet. In Director Carolyn Reiste's absence, Maribeth Donohue reported on large numbers of children participating in youth activities. **Motion to accept Director's Report: Hope Schmids, Brad Rauch. Approved.**

### **New Business: Nominating Committee – Cindy Mellinger**

Carolyn, Anne, and Cindy met with Brandon Webb, Branch Manager at Members First. Brandon Webb is community-minded and interested in joining Board. Nominating Committee approved his nomination. As Chair of Nominating Committee, Cindy Mellinger presented Brandon Webb to full board for consideration and approval. **Motion to appoint Brandon Webb to AAL Board: Brad Rauch, Curt Unruh. Approved.** Anne Williams will inform him. Carolyn Reiste will arrange orientation upon her return from vacation.

JJ Valerio will leave Board June 30, 2023 due to leadership responsibilities in other community organizations.

## **Old Business:**

### **Food & Wine Follow Up – Hope Schmids**

Based on our initial goals for this event (sell 100 tickets, stay within budget, receive positive feedback from guests), it was a success. We worked within a tight timeframe and with great board support to rekindle this important “Friend-raiser” event. It raised about \$5K, even with the large increase in food and beverage costs over past years, created much goodwill with our supporters, and identified some new supporters - including a new Board member. Conversations about next year’s Food & Wine event should begin in September if we plan to hold it in Spring of 2024.

### **9<sup>th</sup> Annual Golf Outing – Saturday, August 26, 2023 at Manor Golf Course.**

Needs sponsors and raffle baskets.

Board members presented several ideas for July meeting, including:

- Review committees. Are our needs still met by these? Describe each one and its purpose.
- Nominating Committee should invite potential Board members to attend a meeting so we can meet face-to-face before membership decisions are made.
- Review strategic plan annually in September mini board retreat.

**3 Points from staff to board** were not provided as there was no monthly staff meeting.

### **3 Points from board to staff:**

1. Welcome, new board member, Brandon Webb!
2. Successful food & wine pairing event
3. Kudos to staff for large turnout at summer reading kickoff, story times, and Unruh Cruise Night in Denver

**Motion to adjourn: Brad Rauch, Hope Schmids. Approved. Meeting was adjourned at 7:58 PM.**

**Next Regular Meeting: Wednesday, July 12, 2023 at 6:30 PM**

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