

**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 July 12, 2023**

### **In Attendance:**

**Board:** Cory Cox, Maia Hession, Jessica McManimen, Brad Rauch, Hope Schmidts, Curt Unruh, Brandon Webb

**Staff:** Carolyn Reiste

**Friends:** Ronnie Heston

**Guest:** Marj Hyrb

**The meeting was held at the library and was called to order at 6:32PM by Jessica McManimen due to Anne Williams' absence.** The meeting opened with a welcome to new board member Brandon Webb from Members First and a quick round of introductions.

**Secretary's Report** was presented by Hope Schmidts. No edits were suggested. **Motion to accept: Curt Unruh, Cory Cox. Approved.**

**Friends Report** was presented by Ronnie Heston. Weekly book sales and Amazon book sales continue. New mantle display, highlighting well-known books with illustrations provided by Ronnie's husband. We received \$400 from Council of Friends from last countywide author event. Tess Gerritsen, known for her Rizzoli & Isles books, will be the guest author this November. PA Citizens for Better Libraries received \$2M from 118 Friends groups, including ours.

**Treasurer's Report** was presented by Brad Rauch. Program costs are up compared to this time last year due to great number of youth events and high attendance, including summer reading program. On track with budget, with small margin. Purchase of two CDs will be finalized tomorrow morning: a \$5K CD for building fund and a \$45K CD. Based on feedback from local banks, we need a board banking resolution granting Carolyn Reiste and Brad Rauch the authority to open and close accounts, make changes and other such decisions on behalf of the library. Finance committee will consider if funds in money market account at Customers Bank are getting best return.

- **Motion to accept banking resolution: Brandon Webb, Hope Schmidts. Approved.**
- **Motion from Finance Committee to authorize Carolyn Reiste, Jessica McManimen, and Brandon Webb as authorized signers: Hope Schmidts, Curt Unruh. Approved.**
- **Motion to accept Financial Report: Cory Cox, Brandon Webb. Approved.**

**The Director's Report** was presented by Carolyn Reiste. LSLC Board met at our library and were impressed with our robust programming. They will cover most of this year's audit cost. There are some glitches with new inter-library delivery vendor. New staff person (Matt) has accepted position to replace K. Denver Lion's Club are providing fun, lion-themed drawing contest for youth with prizes. A member will attend for wrap-up in lion costume! **Motion to accept Director's Report: Curt Unruh, Brandon Webb. Approved.**

**New Business: Committee Review** Jess McManimen described each committee, its purpose and meeting schedule so board members can consider where their talents are put to best use in service of library. Community members can also serve on committees. This will help lighten board member workloads and give those who are reluctant to commit to board membership but willing to help a means in which to do so.

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

Marj Hyrb reported we still need sponsors, raffle baskets, and sponsors to make this event a success. It is our largest fundraiser of the year, which yielded \$20K last year. We currently have 50 golfers and 1 hole sponsor, compared to last year's event which had 150 golfers and 50 hole sponsors. We have 10 corporate sponsors ranging from \$250 – \$1000. Please bring any raffle basket and gift donations to the library by the August 9 board meeting. We need about 10 raffle baskets. If you have an item but not a full basket to donate, Marj and golf committee can incorporate it into a basket. Jess McManimen will organize a date to assemble goodie bags. All board members are asked to help on event day. Sponsorship forms are on website. Please spread the word to golfers and seek hole and event sponsors.

**Board Initiatives:** Jessica McManimen shared chart of several board initiatives and their status. Several of them are financial in nature and are either in progress or close to completion. Some of the ideas included in list should be addressed through strategic planning process, TBD.

**3 Points from staff to board:**

1. Summer reading program is in full swing
2. Library staff are mandated reporters and recently updated their training for 5 years. Carolyn will look into making 3-hour training available for interested board members.
3. The 3-D printer is live!

**3 Points from board to staff:**

1. Welcome new staff member Matt.
2. Keep supporting the golf outing.
3. We are on track for meeting and maintaining our budget for the year.

**Motion to adjourn: Hope Schmidts, Brandon Webb. Approved. Meeting was adjourned at 7:57 PM.**

**Next Regular Meeting: Wednesday, August 9, 2023 at 6:30 PM**

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