

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 December 13, 2023

In Attendance:

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

Staff: Carolyn Reiste, Maribeth Donohue

Friends: Joni Hoppel

Guests: Jaclyn Steed, Randy Good, Alex McManimen, Lisa Sanelli

The meeting was held at the library and was called to order at 6:32 PM by Anne Williams. Introduced Jaclyn Steed, an Adamstown resident, who is interested in serving as a volunteer and possibly a board member.

Secretary's Report was presented by Hope Schmids. **Motion to accept: Cindy Mellinger, Maia Hession. Approved.**

Adamstown Borough President Randy Good presented draft concept plan for new borough building construction. Addressed issues regarding water running in gutter, correcting downspouts, parking, tranquility garden. Randy questioned whether original chicken coop library can be moved and maintained at library location. Executive Committee will discuss further and perhaps seek community input, but not a current priority. Awaiting notice of Redevelopment Assistance Capital Program (RACP) grant availability and approval before construction. Building could be delayed until mid-to-late 2025. Randy assured board members that appropriate and adequate designated space for the Friends, as well as additional community space, is included in plan.

Annual Audit Report – Lisa Sanelli of WGK presented results of clean 2022 audit. Positive cash flow at end of year. Lisa noted Library System of Lancaster County is considering using one larger accounting firm for all libraries next year as a cost-saving measure.

Friends Report was presented by Joni Hoppel. Joni reported the “Blue Jeans & High Heels” dinner and auction was a success and raised about \$10K. All 75 tickets were sold and The Village Haus was at capacity. Owners were very generous in working with the Friends to make his event worthwhile. Joni presented a check for \$25K to Library Executive Director Carolyn Reiste on behalf of the Friends of Adamstown Area Library. Photo opp of this annual donation with Friends and oversized check to follow. Carolyn and board members thanked the Friends for their tireless support of the library.

Treasurer's Report was presented by Brad Rauch. Includes 3% raise for staff. Opportunity to pursue more business and civic organization donations in the coming year. Staff FTE is gradually approaching 7.0 (6.56), which is the requirement for our library. We project a net positive of about \$14K for 2024.

- **Brad Rauch made a recommendation on behalf of Finance Committee to approve 2024 budget: Hope Schmids, Jessica McManimen. Approved.**
- **Motion to accept Financial Report: Hope Schmids, Brandon Webb. Approved.**

The Director's Report was presented by Carolyn Reiste. REAL Life Community Services to host a social worker on Friday mornings at library for appointments and walk-ins. **Motion to accept Director's Report: Brandon Webb, Curt Unruh. Approved.**

Committee Reports:

Nominating Committee: Cindy Mellinger presented the slate of 2024 officers for board vote, noting that Jess, Hope, and Brad have agreed to serve a second term on board, which will end on December 31, 2026.

- **Motion to approve Jessica McManimen as Board President: Brandon Webb, Cory Cox. Approved.**
- **Motion to approve Hope Schmids as Vice President: Jessica McManimen, Curt Unruh. Approved.**
- **Motion to approve Brad Rauch as Treasurer: Brandon Webb, Jessica McManimen. Approved.**
- **Motion to approve Cory Cox as Secretary: Maia Hession, Brandon Webb. Approved.**

Thanked Anne Williams for her service and leadership as Board President. Anne will serve as a board member until December 31, 2024.

Personnel Committee: Jessica McManimen thanked board members for their input on Executive Director's evaluation. Jessica and Anne Williams recently conducted Carolyn's annual review. Carolyn thanked the board for their support. Board thanked her for a job well done as we look positively toward future.

Fundraising Committee: Nothing new to report.

New Business:

Old Business:

3 Points from staff to board:

1. Acquired several pieces of children's furniture and play items from a local preschool that closed.
- 2.
- 3.

3 Points from board to staff:

1. New slate of officers approved for Executive Committee
2. Adamstown Borough building project update
3. Library budget approved for 2024

Motion to adjourn: Brad Rauch, Brandon Webb. Approved.

Meeting was adjourned at 8:25 PM.

Next Regular Meeting: Wednesday, January 10, 2024 at 6:30 PM

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