

110 W Main St, Adamstown, PA 19501
adamstownarealibrary.org

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 9, 2025

In Attendance

Board: Jessica McManimen, Jackie Steed, Curt Unruh, Brandon Webb, Debra Briggs, Hope Schmidts (via phone)

Staff: Corinne Brumbach, Maribeth Donohue

Friends: Yvonne Weaver

Guests: Allison Deinnocentiis

The meeting was held in person at the Adamstown Area Library and was called to order at 6:30 PM by Jessica McManimen.

Secretary's Report – During the June Board Meeting, it was approved to adopt a Consent Agenda moving forward. The July meeting is the first meeting using this format. The Consent Agenda includes the following items: Meeting Minutes, Director's Report, Financial Reports, Youth Services Report and the Marketing & Adult Services Report. Items can be moved out of the Consent Agenda into Regular Discussion if there are questions or revisions prior to accepting these reports. Otherwise, there is one motion to approve the Consent Agenda. The June Meeting Minutes were removed from the Consent Agenda and will be voted on in September (there is no August Board meeting scheduled) once final corrections are submitted.

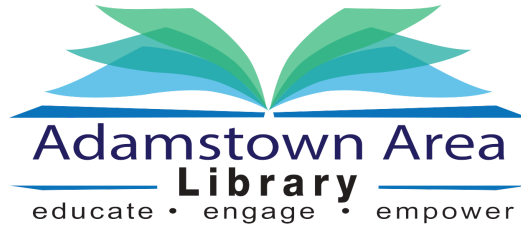
- **Motion to accept the June Consent Agenda (which included the June Director's Report, the May and June Financial Reports, the 2025 Second Quarter Statistics, the June Youth Services Report and the June Marketing & Adult Services Report): Curt, Jackie. Approved**

Friends' Report – presented by Yvonne Weaver. The Friends will be doing a Christmas in July book sale. The Friends' Weekly Book Sale is now listed as an event on Facebook to help with promotion.

Committee Reports

Nominating Committee: presented by Brandon Webb. Brandon, Jess and Corinne are holding an onboarding session for Debra Briggs after tonight's Board meeting. Brandon met with Allison Deinnocentiis to discuss interest in joining the Board, possibly in the role of Treasurer. Allison has experience as the Treasurer for another volunteer organization and is interested in getting involved with the library.

Personnel Committee: Presented by Jessica McManimen. Nothing new to report.



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Fundraising Committee: Presented by Jackie Steed. We have currently collected \$23,084.99 during our Spring Campaign. We received a \$3,000 donation from the Denver Lions Club. Thank you to the Denver Lions for your generous donation. Donor Dock webinar series is ongoing. We have begun planning/brainstorming for the ExtraGive in November. All Board members were reminded to continue to help secure Hole Sponsors and raffle baskets for the upcoming Golf event.

Finance Committee: Presented by Brandon Webb. Brandon, Jess and Corinne met with Karen to review the 2024 audit. Several revisions were submitted to RBF.

Strategic Planning: No report.

Golf Outing: Presented by Curt Unruh. **There is a Golf Committee meeting on July 16 to assign duties for the event. A photo was taken at Manor Golf Course to help promote the event and will run in the Ephrata Review and the Shopping News.** We continue to need hole sponsors and raffle baskets. There are also opportunities for T-shirt and meal sponsors. Gift cards and gift certificates are good options for raffle baskets. The storage container was cleaned out and all golf-related items were placed in the new staff break room.

New Business: The Borough has moved out of the library and back in the old Borough Building. The staff cleaned out the storage unit and set up a staff break room/storage space in the newly vacated space.

Old Business: No Old Business to report.

3 Points from staff to board:

1. Summer Reading numbers are strong! Staff are feeling fatigued.
2. Blind Date with a puzzle has been added to the circulation desk.
3. Staff are grateful for their new breakroom!

3 Points from board to staff:

1. Excited for the Golf fundraiser! Thank you to the staff for helping to promote the event.
2. Thank you to the staff for all their hard work to clean out the Pod!
3. Congratulations on the first successful Book Club meeting!

The meeting moved to an Executive Session for Board Investment Discussions

Motion to adjourn: Brandon, Hope. Approved.

Meeting adjourned at 7:40 PM.

Next Regular Meeting: Wednesday, September 10, 2025, at 6:30 PM

Respectfully submitted by Jessica McManimen, President – AAL Board of Trustees