

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 February 18, 2026

### In Attendance

**Board Members:** Cory Cox, Allison DelInnocentis, Maia Hession, Jessica McManimen, Hope Schmids, Jackie Steed, Brandon Webb

**Staff Members:** Corinne Brumbach

**Friends Representative:** Joni Hoppel

**Guests:** Wendy Kerschner - Adamstown

**The meeting was held in person at the Adamstown Area Library and was called to order at 6:32 PM by Jessica McManimen.**

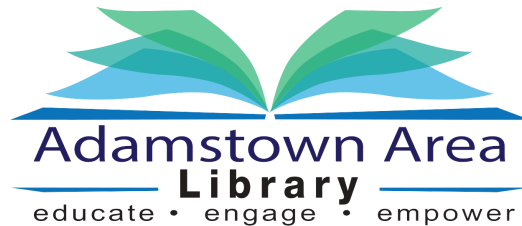
**Consent Agenda** - presented by Jessica McManimen. Jessica read the mission statement. February 2026 Board of Trustees Meeting Agenda, January 2025 Board of Director meeting minutes, February 2026 Director Report, January 2026 AAL Financial Report, January 2026 Youth Services Report, Katie Sandoe Strategic Planning Proposal and Agreement. Hope asked about the breakdown of program attendance noted in the director report which identifies pre-readers being the majority of programming participants. Corinne clarified the report and confirmed the reporting, and data is typical for most libraries.

- **Motion to accept Adamstown Area Library Board of Directors' February 2026 Consent Agenda:**  
Brandon, Hope **Approved**

**Friends' Report** – presented by Joni Hoppel. Basket BINGO is March 15<sup>th</sup>. Amazon sales are not going extremely well. There is a dedicated group of volunteers that handle the Amazon sales. In addition to their annual gift, the Friends have decided to donate last year's book sale profits and book sale profits every year thereafter to programming. The funds will be given to the program in most need as decided by library leadership. Tuesday book sales are going well. It was asked if The Friends are actively recruiting books for the weekly sale? "Yes". The Friends are always accepting donations as they rotate the inventory. A constant flow of "new" inventory is always a good thing. Valentine's book bags sale went very well as well. It appears, starting the sale a little earlier than previous years has paid off.

### Committee Reports

**Building Committee:** presented by Jessica McManimen. The committee met and reviewed recirculating pump and other small projects. Discussed outdoor patio space and reached out to various vendors and started outreach with regards to the patio project. The dedicated bricks that were part of the original campaign have



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

been located. They have been stored at the wastewater treatment center. The plan is to use the engraved bricks in the project. The building committee will meet again in March. This is a very helpful committee.

**Nominating Committee:** presented by Brandon Webb. No report.

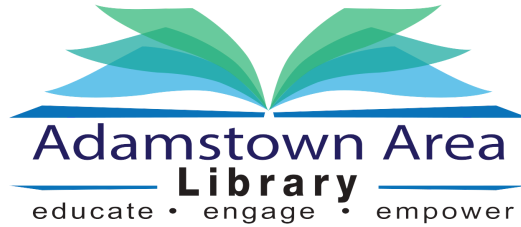
**Personnel Committee:** Presented by Jessica McManimen. No report.

**Fundraising Committee:** Presented by Jackie Steed. The committee is planning an April 24<sup>th</sup> donor appreciation/Open House event tailored to a select group of donors. Planning has begun. Additionally, the committee is currently focused on the Spring Campaign. The committee will plan an Endowment kickoff event in the Fall, possibly in November. Lancaster County community foundation has provided resources for the board for talking points and may be available as an additional resource.

**Finance Committee:** Presented by Brandon Webb. The QuickBooks cloud conversion will occur on March 10<sup>th</sup>. On March 11<sup>th</sup> and 12<sup>th</sup> the system will provide training to appropriate library personnel. Reassignment of responsibilities will occur for passport agents when passports are no longer authorized to be processed. Certificate from Members 1<sup>st</sup> will be reinvested into another certificate. Corinee has been officially added to the Ephrata National Bank account. The endowment page is live. We have assured funds are available for strategic planning initiative. Hope spoke with Northern Lancaster Chamber with suggestions on how to go about gaining a treasurer. We will post the need with Leadership Lancaster and on the Adamstown Friends page on Facebook. Someone asked how the endowment funds will be noted on the financial report. It was explained that at this venture, any endowment transactions will not be noted on the financial report as the endowment is a separate entity and dividend payments would most likely not occur for a few years. However, the committee will explore more about this. At this time the endowment efforts and reporting may be more relevant for the fundraising committee than the finance committee.

**Strategic Planning:** Presented by Cory Cox. On behalf of the Strategic Planning Committee, presented the strategic planning consultant search process. Recommending Katie Sandoe to support us in our efforts. Allison had a few questions regarding the contract and key deliverables, any additional costs, breach of contract, and required timing of payment. Katie has been extremely transparent and equally responsive throughout the process, and the committee agreed it would be reasonable to ask Katie for clarification of some of the specific terms.

- **Motion to accept the recommendation of the Strategic Planning Committee to enter into an agreement with Kaite Sandoe in support of the Adamstown Area Library Board of Trustees strategic planning efforts. We will contract with Katie to provide strategic leadership, facilitation, and synthesis throughout the process, so long as the Strategic Planning Committee feel satisfied that her responses to some clarifying questions are sufficient. Brandon, Allison Approved.**



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

**Golf Outing:** Presented by Maia Hession. The Golf Outing has been confirmed for August 22<sup>nd</sup>. The date has been reserved with the club. The committee plans to use the same online platform that was used last year for registration and scoring.

**Old Business:** Corinne provided updated information on passports. As of 2/13/2026 the Adamstown Area Library was decertified as a passport acceptance facility. Our last passport operation was 2/12/2026. An article in LNP discussed the passport issue. A letter dated 2/6/26 was sent to Secretary Rubio asking to extend the deadline to the end of the calendar year as many libraries included passport revenue in their annual budget. Adamstown Area Library did not include passport funding in our approved budget for 2026. No updates regarding the letter have been received. We are hopeful of being reinstated, potentially offering passports another way if needed. Additionally, a letter was sent to Senator Smucker on behalf of the AAL Board of Trustees, thanking Senator Smucker for his support, as he was one of the lawmakers who supported the letter to Secretary Rubio. Jess provided information on Referendum. A majority of trustees, meeting quorum, attended the meeting on 2/5/2026 to hear remarks from Karla Trout and Dale Hamby and their efforts to advocate for a real estate tax to fund libraries in the county. The library tax funds can only be used for libraries. The referendum would be added to the ballot during the Fall 2026 primary election requiring only 6,000 signatures to get it on the ballot. It has narrowly failed previously, primarily due to timing and circumstance. Karla and Dale believe there is tremendous support and a referendum would be even more favorable now. Corinne is excited and wants support from the board and friends. Immediately following the 2/5/2026 presentation on the potential referendum, discussions were had among the trustees in attendance, a motion was entertained, and a roll call vote tallied.

- **Motion for the Adamstown Area Library Board of Trustees to be in full support of the proposed tax referendum:** Brandon, Jackie **unanimously Approved**

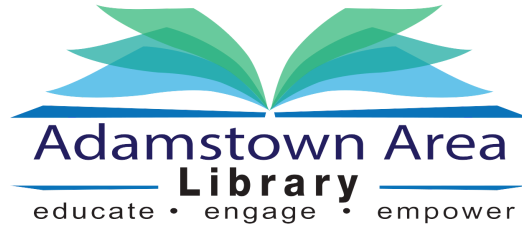
**New Business:** Corinne presented on staff updates. Tamra's position has changed to Library Operations and Programming Manager. Maddie has been promoted to Library Operations and Programming Assistant. Corinne – we all [trustees] are supposed to take the mandated reporting training. The training is online. Corinne will provide information later.

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

1. Passports, always the passports!
2. Stats from 2025 were impressive
3. Team building and policy review was completed

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

1. Endowment is live and our first gift was deposited
2. Strategic Plan progress is positive. We will have a wonderful consultant walking with us through the process.



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

3. The Tax Referendum looks promising. We will need all efforts to get the word out and promote a ballot position and ultimately a positive vote.

**The meeting moved to an Executive Session at 7:52pm, guests and staff were excused.**

**Motion to adjourn:** Brandon, Cory. **Approved.**

**Meeting adjourned at 8:18 PM.**

**Next Regular Meeting: Wednesday, March 18<sup>th</sup>, 2026, at 6:30 PM**

Respectfully submitted by Cory Cox, Secretary – AAL Board of Trustees