

# Adamstown Area Library Trustees Meeting Minutes for January 12, 2022

## In Attendance

**Board:** Marj Hyrb, Jess McManimen, Cindy Mellinger, Brad Rauch, Hope Schmids, Curt Unruh, JJ Valerio, Anne Williams

**Staff:** Carolyn Reiste, Jess Zook

**Friends:** Jane Leshner

**Meeting was held via Zoom and called to order at 6:31 PM by Anne Williams.**

**Secretary's Report** presented by Hope Schmids. Motion to accept: Marj, Curt Unruh. Approved.

**Treasurer's Report** presented by Brad Rauch. Motion to accept: JJ Valerio, Jess McManimen. Approved.

Adamstown Borough has asked to see 2022 budget. Finance committee agreed to share with them.

**Friends' Member** Jane Leshner said Valentine romance book bags on sale 1/24/22 to 2/14/22.

Tickets for monthly raffle baskets are \$1. Last year, they made over \$200.

Basket bingo postponed and perhaps cancelled, as fire hall is not currently hosting events.

Used book sale - concern about how long old building is available. It is a great venue for ongoing book sales.

All 2021 book events brought in \$27,907.

- used book sale \$24,288
- Mad Hatter \$2,300
- library \$239
- Amazon \$776
- Valentine book bags \$303
- Need bubble wrap and padded envelopes for Amazon orders.

**Director's Report** presented by Carolyn Reiste. Noted \$4K in ARPA funds, which will apply to our required funds for collection. Several staff completing passport training. Participating in Touch a Heart campaign with BRC. Motion to accept: Brad Rauch, Cindy Mellinger. Approved.

**Safety Update** – Patron masks encouraged but not required. May be required for programs in future. Purchased some air purifiers.

**New Business** - Anne Williams will focus attention this year on fundraising as a board priority.

Wine pairing is off for now, as Foxchase not available. Ideas: Chef John Mueller, Ironspire. Fundraising committee will discuss.

**Committee Assignments** – Anne Williams sent list of 2022 committee assignments and asked board members to please review and confirm whether they can serve for this year. Is each committee up to the task? Are some (ex. personnel) in need of additional members?

**Board Appointments** – Anne Williams proposed board approaches recruiting additional board members intentionally based on gaps in board's expertise and needs that must be met (such as HR need for personnel committee).

**Old Business: Borough Update** – Curt Unruh read a letter from Alex McManimen of Adamstown Borough Council stating they will work with us to build community room. Plan to purchase property and co-locate with library is on hold due to rising expense of doing so.

**Furnishing Wisdom (FW) Update** – Carolyn Reiste will call anonymous patron about his \$20K donation. FW matching campaign total as of December 18, 2021 reached \$14,850 of its \$20K goal. Charles and Carol Evans (individuals), board members and several businesses donated. Anne interested in leveraging these donors, some are new. Curt Unruh mentioned that some companies intended ExtraGive donations to apply to FW campaign but there was no clear way to designate as such. Carolyn Reiste will review spreadsheets from EG and FW to see if any additional funds should be designated toward the FW campaign. Fundraising committee will discuss ways to clearly designate funds as needed for next ExtraGive.

**Bylaws** – Cindy Mellinger asked for status report. Carolyn is awaiting two revisions so she can send to board members for review. February vote is planned.

**Three Points from December 20, 2021 staff meeting:**

1. Going for the Gold in PA Forward now that we have all 5 silver stars. Only 2 or 3 other libraries in Lancaster County have reached Gold status, so this will be a nice distinction for us.
2. Take home bags are very successful. American Girl bags are very popular. Thanks to staff, especially Jess and Maribeth for this innovative idea.
3. Turning the Page newsletter has resumed in print and on website.

**Three Points from January 12, 2022 board meeting to staff:**

1. We ended the 2021 fiscal year in good shape. We made some money and have sound footing going forward.
2. Adamstown Borough plans to co-locate and build alongside the library are on hold until further notice due to projected expense.
3. Fundraising committee will develop a gameplan for this year.

Motion to adjourn: Hope Schmids, Curt Unruh. Approved. **Meeting adjourned at 7:24 PM.**

**Next Regular Meeting: February 9, 2022 at 6:30 PM**

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