



An Investment for Life

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To: *CCLS Board & Alternates; Commissioner Jean Foschi; Library Directors; Headquarters Management Staff; Chief Clerk; DLC Consultant*

**Cumberland County Library System Board
Meeting Agenda — Monday, February 12, 2024 — 4:00 PM
400 Bent Creek Blvd, Suite 150, Mechanicsburg, PA 17050**

Library System Mission: The Cumberland County Library System enhances the capacity of member libraries, encourages lifelong learning, and facilitates access to information and technology, all to improve the quality of life in our communities.

CALL TO ORDER:

1. Call to Order — Linda Ries, President

MINUTES & TREASURER’S REPORT

1. **Action Required: Previous Meeting Minutes — Att. A**
2. **Action Required: Treasurer’s Report — Att. B**

January 2024 (Pre-Audit)

- Balance Sheet (B1)
- Budget to Actual (B2)
- Comparative Income and Expense (B3)

REPORTS

1. Executive Director’s Report – Att. C
 - Financial Interest Statement
The Public Official and Employee Ethics Law requires Cumberland County Library System Board appointees to file statements of their personal financial interests for the prior calendar year (2023). This includes both members and alternates, who have authority to expend public funds. Please complete this online form and provide Jennifer Martek with a PDF of the results by the April 15, 2024 Board meeting. <https://www.ethics.pa.gov/Pages/Online-Filing.aspx> (Detailed instructions for filing electronically are available on this website as well; direct questions to the State Ethics Commission at 717-783-1610 or 1-800-932-0936.)

- Conflict of Interest Annual Statement
This acknowledgment of CCLS policy is required to be signed annually; please complete and return.

OLD BUSINESS:

NEW BUSINESS:

1. **Action Requested:** Recommend library nominees to CCLS Board to the Commissioners
The CCLS Board recommends library nominees to the Board of Commissioners, who must approve all nominees.

| Alternate Member Nominee | Nominated By | Renewing Term? |
|--------------------------|----------------|-----------------------------------|
| Lu Conser | Bosler Library | New Appointment (filling vacancy) |

2. **Action Requested:** Approve revisions to five policies:
 - a) Child Abuse Affirmative Action Policies
 - b) Child Abuse Affirmative Action Policies for Contractors
 - c) Customer Behavior Policy
 - d) Customer Service Policy
 - e) Library Volunteers Policy

UPDATES:

1. News from County Commissioners – Commissioner Jean Foschi
2. News from Member Libraries
3. Recognition of Visitors & Visitors’ Concerns

ATTACHMENTS:

- A. Meeting Minutes
- B. Treasurer’s Report
- C. Executive Director’s Report
- D. Child Abuse Affirmative Action Policies
- E. Child Abuse Affirmative Action Policies for Contractors
- F. Customer Behavior Policy
- G. Customer Service Policy
- H. Library Volunteers Policy

MEETING REMINDERS:

- CCLS Board Meetings**
(4:00pm, 3rd Monday monthly)
400 Bent Creek Blvd, Green Room
- 3/18/2024
 - 4/15/2024
 - 5/20/2024
 - 6/17/2024
 - July – NO MEETING
 - August – NO MEETING
 - 9/16/2024
 - 10/21/2024

- 11/18/2024
- December – NO MEETING

Finance Meetings

(4:00pm, Online)

- 3/4/2024
- 6/3/2024
- 8/26/2024
- 9/30/2024