

**Cumberland County Library System  
Board of Trustees Monthly Meeting Minutes  
April 15, 2024**

**MEMBERS PRESENT**

Linda Ries, Carmen James, Ann Fague, Carolyn Pfeifer, Jim Hutcheson, Patricia Leib, John McCrea

**MEMBERS ABSENT**

**OTHERS PRESENT**

Carolyn Blatchley (Executive Director), Jennifer Martek (Administrative Assistant), Ashleigh Allen (Financial Specialist), Jessica Miller (Fredricksen Director), Jeff Swope (Bosler Director), Jean Foschi (Cumberland County Commissioner)

**CALL TO ORDER**

The CCLS Board held a regular meeting at Library System Headquarters, 400 Bent Creek Blvd, Mechanicsburg, PA 17050. President Linda Ries called the meeting to order at 3:58pm.

**MINUTES & TREASURER'S REPORT**

**1. PREVIOUS MINUTES**

*The Library System Board unanimously approved the March 18, 2024 Board meeting minutes as submitted.*

**2. TREASURER'S REPORTS (JOHN MCCREA)**

The March Financial Statements were shared with the Finance Committee and with the CCLS Board:

- Balance Sheet (B1)
- Profit & Loss Budget to Actual (B2)
- Comparative Income & Expense (B3)

Trish asked if any of the budgeted transfers from other funds – 90-day Contingency Fund or Technology Fund – have happened. Carolyn explained that they have not, and won't, until it becomes necessary.

*The Library System Board unanimously approved the Treasurer's Report and approved the March 2024 financial statements to be filed for audit.*

**REPORTS**

**1. EXECUTIVE DIRECTOR (CAROLYN BLATCHLEY)**

The Board received, reviewed and discussed the written Executive Director's Report. It has

been archived and will be available on the library system intranet.

Additional highlights of the report are included as an addendum to these minutes.

## OLD BUSINESS

### 2. (NONE)

## NEW BUSINESS

### 3. ACTION REQUESTED: LIBRARY CLOSURE

Allow member libraries and the library system to close for the day on an as-needed basis to attend October 23, 2024 Staff Development Day.

*On a motion by Jim Hutcheson, seconded by Carmen James, the Library System Board unanimously approved libraries closing as-needed on October 23, 2024 for Staff Development Day.*

## UPDATES

### 4. NEWS FROM VISITORS

News from Cumberland County and member libraries was shared.

## ADJOURNMENT

There being no further business, the meeting was adjourned at 4:49. **The next meeting of the Cumberland County Library System will be held on Monday, May 20, 2024 at 4:00 pm, 400 Bent Creek Blvd, Green Room.**

*Transcribed by Jennifer Martek, administrative assistant  
Submitted by Carolyn Blatchley, executive director*

### MEETING DATES REMINDER:

400 Bent Creek Blvd., Green Conference Room

<b>CCLS Board Meetings (4:00pm, 3<sup>rd</sup> Monday monthly)</b>	<b>CCLS Finance Committee (4:00pm, Mondays, quarterly)</b>
<ul style="list-style-type: none"><li>• 5/20/2024</li><li>• 6/17/2024</li><li>• July – NO MEETING</li><li>• August – NO MEETING</li><li>• 9/16/2024</li><li>• 10/21/2024</li><li>• 11/18/2024</li><li>• December – NO MEETING</li></ul>	<ul style="list-style-type: none"><li>• 6/3/2024</li><li>• 8/26/2024</li><li>• 9/30/2024</li></ul>

## **Addendum to Minutes 4/15/2024**

### **All CCLS Libraries are FamilySearch Affiliate Libraries**

On Friday, April 12, all CCLS libraries were accepted into the FamilySearch Affiliate Library program, which means visitors will have access to more genealogy resources to help them make more family discoveries. There are only a few hundred FamilySearch Affiliate libraries in the country. The designation means our libraries will provide greater and more convenient access to the wealth of genealogical resources available through FamilySearch. CCLS staff will make a plan to ensure connection is available at each library, and provide a press release and graphics.

### **Outdoor Pick-Up Locker Trial**

During the week of April 8, Bosler Library had two special visits related to the outdoor pick-up locker.

- On Wednesday, April 10 Markus Flory, President of mkSolutions (our RFID vendor) and Achim Oberlander, Manager of Technology for mkSolutions, came to Carlisle to meet with staff using the outdoor pick-up locker. They are interested in feedback for future development of the product.
- On Friday, April 12 all three County Commissioners attended a special demonstration of the outdoor pick-up lockers.

More information on these events can be obtained from Bosler Library Director Jeffrey Swope. Photos of each visit can be seen on the Bosler and CCLS Facebook pages.

### **Sent Recruitment Messages for GAC Appointees**

The Governor's Advisory Council (GAC), established by the Public Library Code (24 PA.C.S. Education § 9312), seeks people interested in service to libraries in the Commonwealth. The GAC has twelve members who are appointed by the Governor. The GAC's duties include advising and making recommendations to the Governor, the Secretary of Education, and the Deputy Secretary for Libraries regarding the State Library of Pennsylvania's policies and operations as well as Pennsylvania's system of aid to libraries.

The GAC is seeking new members, specifically in the area of library trustees and lay persons who are library users. GAC Executive Committee members will review responses submitted online, and candidates that are selected for further consideration will be contacted directly for conversation. The GAC Executive Committee will use this information and any follow-up conducted to make recommendations to the Governor, but ultimately, the decision of who is appointed is not within the formal purview of the GAC.

For more information about the GAC's responsibilities refer to the Public Library Code (24 PA.C.S. Education § 9312) and visit their online site:

<https://www.statelibrary.pa.gov/Libraries/LawsRegulations/GovernmentAdvisory/Pages/default.aspx>