

Adams County Association of Township Officials

Coleen Reamer, President
Donna Dixon, Treasurer

Emma Seibert, Vice President
Diane Groft, Secretary

Minutes of the October 4, 2012 Executive Committee Meeting

The Adams County Association of Township Officials (ACATO) Executive Committee met on Thursday, October 4, 2012, at 12:30 PM at the Mt. Pleasant Township Municipal Building, 1035 Beck Road, Gettysburg, PA. Those attending were Coleen Reamer, President, Hamiltonban Township, Emma Seibert, Vice President, Tyrone Township, Bob Gordon, Legislative Chair, Hamiltonban Township, Barb Underwood, Public Relations chair, Cumberland Township, and Diane Groft, Secretary, Mount Pleasant Township.

Motion by Bob Gordon, 2nd by Emma Seibert and approved to accept the Minutes of the June 6, 2012 meeting and the August 8 meeting as submitted.

It is noted at this time by Coleen that Sandy Spence has stepped down from her position as Supervisor at Franklin Township, therefore is not eligible to continue in her position as Vice president of the ACATO since she no longer is an official at her township. It is with great regret that we need to acknowledge this resignation and vacancy; Sandy has been a positive force and has given much to this Association over the years. Moving forward, Emma Seibert has graciously accepted and is willing to fulfill Sandy's term as vice president of the Association through the end of this year. In addition, Emma will assist with the Convention Committee and the Programs Committee until further notice. Thank you Emma for your step forward in the interests of the ACATO and its members.

Treasurer's report:

Donna is not present today due to another commitment, but reports that funds are being received for various advertisers for the Convention booklet and township officials meal reservation funds are being received. A full report closer to November 14 convention will be submitted for publishing at that time.

Old Business: -- Nov. 14 convention: discussion on various program details, official's booklet lay out was detailed for sequence, guest speakers have been confirmed, guest attendees rsvp's forthcoming, etc. It was agreed to place Last year's convention minutes, current treasurer's report, 2011 audit report, and the agenda for the evening within the booklet to help eliminate extras for the attendees. Door Prizes will be picked up by Emma and Bob as needed. Vendor door prizes will be available as well. Presentation of Colors will be served by the local Boy Scouts at Bendersville for the opening of conference. Agenda for the evening finalized. Helpers will be needed for the evening for various duties, Donna had offered to help at registration. Coleen will place a request out to the membership on this. October 30 is tentatively scheduled for anyone who can attend at Mt Pleasant Township building to proof the booklets and finalize any outstanding matters around 12:30 pm.

New Business: – Motion by Bob Gordon, 2nd by Barb Underwood and approved to appoint a Bylaws Committee to review the current by-laws and report if any revisions should be considered with Emma Seibert accepting as Chairperson. This task will be initiated after this year's conference in November.

Committee Members for 2012

- Audit – Craig Rockey, Keith Whittaker – one opening
- Conference – Emma Seibert
- Nominations - Carol Merryman -- openings
- Programs – Coleen Reamer and Emma Seibert -- one opening
- Resolutions – still open
- Public Relations – Barb Underwood -- openings
- Legislative -- Bob Gordon -- openings
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The next Executive Committee meeting will be scheduled after the November 14 convention; pending election of officers for 2013. With no further business, motion by Bob Gordon, 2nd by Barb Underwood to adjourn at 3:00 p.m.

Respectfully submitted,

Diane Groft, Secretary