

Adams County Association of Township Officials

Stephanie Egger, President
Marcia Weaver, Treasurer

Harry McKean, Vice President
Beverly Shriver, Secretary

EXECUTIVE COMMITTEE MEETING May 23, 2017

The Adams County Association of Township Officials (ACATO) Executive Committee met at Hamilton Township, Abbottstown, PA on Tuesday, May 23rd at 1:00pm Stephanie Egger, President, Supervisor of Hamilton Township presided. Those attending were: Beverly Shriver, Association Secretary, Oxford Township; Marcia Weaver, Association Treasurer, Reading Township; Diane Groft, Conference & Programs Planning Committee Chair, Mt. Pleasant Township; Bob Gordon, Legislative Committee, Hamiltonban Township; Debby Brogan, Resolutions Committee Chair; Hamilton Township.

The Chairman called the meeting to order.

Minutes: Diane Groft motioned to approve the March 21, 2017 Executive Committee Minutes as written second by Debby Brogan. Motion Carried Unanimously.

Old Business:

Computer Training Session:

Speaker: Mr. Paul Bart, Professor at Penn State Mont Alto

Topic Suggestions: a. backing up data b. how to choose an IT Professional c. security d. how often do you change operating systems e. purchasing of system hardware f. any information he would like to share
Ask to have handouts available on training.

Location: Egger will get two dates from the EMS center; if she can't get the EMS classroom, she will try the new Adams County Human Resources Building.

Time: 10:00am to 12:00pm

Speaker Gift: gift certificate

Snacks and drinks

Non-Members are invited at a cost of \$15

Secretaries Luncheon, Wednesday, July 26, 2017:

President Egger confirmed Melissa Morgan and Judy Chambers will be at the luncheon.

Reserve Room: Classroom #1 is reserved.

Menu: \$15 Fruit tray; \$50 Meat tray; Round Italian rolls; Salad \$4.99 a lb. and a chocolate dessert; water and punch drinks

Rent tablecloths and put little vase of flowers

Gift: small gift for secretaries and speakers

Registration Deadline: July 17th

New Business:

Treasurer Report, Marcia Weaver: Marcia Weaver gave the Treasurer's Report. There were two checks written; Colean Reamer (attendance refund and radios) and SAVES (2017 Fall Convention) leaving a balance of \$6,180.14. Dues notices were sent out May 11th.

Newsletter: Shriver will try to have the newsletter out by the end of May which will include the Computer Training, Secretaries Luncheon and a reminder to read PSATS message regarding Act 172 of 2016.

Nominations Committee, Carol Merryman, 1 member needed: No report.

Resolutions Committee, Debby Brogan, 1 member needed: No report.

Public Relations Committee, Chair vacancy: No report.

Legislative Committee, Bob Gordon: Bob Gordon gave Shriver some Legislative ideas to send along with the newsletter (ACCOG Legislative Priorities and PSATS Resolutions adopted).

Audit Committee, Craig Rockey, 1 member needed: Weaver reported there still has not been a 2016 Audit done. The Chairman will remind Craig Rockey to schedule a date and time with Marcia Weaver and Bob Gordon volunteered to be on the Audit Committee. The audit needs done before the fall convention.

Programs Committee, Diane Groft: No meeting was scheduled.

ACATO 100th Fall Convention, November 8, 2017:

Location: The date is saved at SAVES.

Keynote Speaker: Chairman Egger has the speaker confirmed.

Program Format: Last year there was discussion on changing the program format; possibly the meeting late in the afternoon instead of after the dinner. The Executive Board received no response from the members on changing the program format. After some discussion it was decided to keep the same program format.

Menu: Some discussion.


Vendor and Members letters: Diane Groft will send copies to be reviewed before the July meeting.

Marcia Weaver will check the thumb drive for the logo.

The Chairman will invite Bill Chantelau to give some input on how he is making out with the historical research on the townships at the July meeting.

Next Executive Meeting: July 11, 2017 at 1:00pm at Mt. Pleasant Township Building. This meeting we will be stuffing and labeling envelopes etc... for the convention.

Adjournment: Marcia Weaver second by Bob Gordon motioned to adjourn the meeting. Meeting adjourned at 2:20pm.


Beverly A. Shriver, Association Secretary