Adams County Association of Township Officials

Coleen Reamer, President
Donna Dixon, Treasurer **Marcia Weaver, Secretary**

Minutes of the December 17, 2013 Executive Committee Meeting

The Adams County Association of Township Officials (ACATO) Executive Committee met on Tuesday, December 17, 2013, at 2:30 PM at the Reading Township Municipal Building, 50 Church Road, East Berlin, PA. Those attending were: Coleen Reamer, President, Hamiltonban Township; Bob Gordon, Legislative Chair, Hamiltonban Township; Donna Dixon, Treasurer, Tyrone Township; Diane Groft, Secretary, Mt. Pleasant Township; and Marcia Weaver, Secretary, Reading Township.

Change of Secretary
Ms. Groft turned over the Association's books to Ms. Weaver, Reading Township, who will be serving the next 2 year term. In response to PSATS correspondence dated December 12, 2013, Ms. Weaver will advise Ms. Fishel there were no adopted 2014 Resolutions at the County Convention. Ms. Weaver will also provide officer information and basket confirmation to Mandy Galletta, Representative from PSATS.

Resignation
A resignation letter was received from Barbara Underwood who serves as the Association's Representative to the Adams County Transportation Planning Organization to become effective December 31, 2013.

Approval of Minutes
Mr. Gordon made a motion to approve the October 23, 2013 minutes and Ms. Reamer seconded the motion; motion carried unanimously.

Treasurer's Report
Ms. Dixon submitted copies of the Treasurer's Report for the period November 13, 2013 until today:

Balance on Hand as of (September 11, 2013)	12,022.97
Bills Paid	4,422.44
Receipts Deposited	364.00
Present Balance	$7,964.53

Expenses:

Hampton Fire Company rental & Meals:	2,534.10
Convention Decorations:	60.39
Door Prizes:	550.00

Convention Booklets Printing:	1,175.28
Contribution for Presentation of Color	50.00
Convention Supplies:	52.67
Total Expenses	$4,422.44

Deposits:

96th Annual Convention Booklet Advertisements:	235.00
96th Annual Convention Dinner Reservations:	64.00
Total Deposits:	$299.00

The Treasurer's Report was approved on a motion by Mr. Gordon and seconded by Ms. Reamer; motion carried unanimously. Approval was given for the Treasurer to pay $61.48 for flowers sent to Emma Seibert and $23.00 for postage.

Resignation of Barbara Underwood from ACTPO

Ms. Reamer received a resignation letter from Barbara Underwood as a voting member of the Adams County Transportation Planning Organization. Ms. Groft will check with Charles Wilson, Supervisor at Mt. Pleasant Township, as he may be interested.

2013 Adams County Convention

200 out of 201 registered attendees were at the Convention held at the Hampton Fire Company last month. Evaluations completed at the Convention were favorable. Everyone liked the motivational speakers. Vendor thank you letters were signed by Ms. Reamer. A decision was made to choose the round logo with integrity around the inner circle and ACATO on the outer circle. The association is trying to find someone who would professionally revamp the logo and possibly add one or two elements from another logo for the final product.

2014 Adams County Convention

Ms. Reamer will check with the Gettysburg Fire Company for the 2014 Convention and with Mandy Galletta from PSATS regarding the speakers. A suggestion was made for the Association to talk with the Heidlersburg Fire Company for the 2015 Convention.

2014 PSATS Convention

The Association will be providing an Adams County Basket at the PSATS Convention to be held April 13th - 16th. The Association would like to obtain 19 gifts from businesses in each Township. Mr. Ben Thomas, Jr. (Cumberland Township) was appointed as voting delegate on a motion by Mr. Gordon and seconded by Ms. Groft. Both Ms. Reamer (1st delegate) and Ben Thomas, Jr. (2nd delegate) will be the County Voting Delegates at the State Convention.

Upcoming Events
The Spring Conference was scheduled for May 21st and the Secretaries Roundtable was scheduled for July 30th. On August 13th, training will be held for Supervisors on how to work and maintain the budget.

Adjournment
The next meeting was scheduled for February 5th at 8 am at Tyrone Township. The meeting adjourned at 3:57 pm on a motion by Mr. Gordon and seconded by Ms. Reamer; motion carried unanimously.

Respectfully submitted,

Marcia V. Weaver
Association Secretary