



Library System of Lancaster County
Minutes of the Board of Directors Meeting
February 21, 2018

Attendance:

Board Members: Diane Tannehill, President; Ken Kohlmaier, Treasurer; Christina Diehl, Secretary; Brandon Danz; Rich Frerichs; Jeanne Grimsley; Dennis Stuckey, Lancaster County Commissioner.
Absent: André Fouchet, Vice President

System Staff: Bonnie Young, Executive Director; Mary Ann Heltshe-Steinhauer, Community Relations Manager; Ed Miller, Special Services Manager; Mark Sandblade, Manager, Information Technology; Stephanie Zimmerman, Training and Development Coordinator; Brenda Emerich, Cataloging/Acquisitions Manager; Johanne Shutter, Accounting Manager; Amanda Hatcher, Administrative Assistant; Michael Stewart, Library Assistant II, Cataloging

Guests: Margie Perella, Pequea Valley Library Director

Call to Order The regular meeting of the Board of Directors of the Library System of Lancaster County was called to order by President Tannehill at 6:30 PM on Wednesday, February 21, 2018, at the Library System office. A quorum was present.

Secretary's Report
Minutes

Christina Diehl, Secretary, referred to the minutes of the January 17, 2018, Regular meeting as included in the Board mailing.

Motion

Christina made a motion to approve the minutes as presented. Rich seconded. The minutes were approved.

Treasurer's Report

Ken Kohlmaier, Treasurer stated that the financial committee is still reviewing and discussing year-end 2017. In the best interest of clarity and accuracy, it is best to defer another month. Previous accounting practices have made reconciling challenging. We should still fall toward positive numbers. Thank you Joanne for what you've been doing.

President's Report

Everyone received a copy of Fine Living Lancaster. There is an article about the Bookmobile and a lovely picture of Meredith in it. Special thanks to Christina for her work on our behalf out in the community – arranging a fundraising event for us and for her contacts that resulted in this magazine article. Christina was awarded a special Bookmobile cap! We have to continue telling everyone in the community what we do. Mary Ann has made new "Did You Know" brochures with new facts. Libraries are not going away! Libraries are busy places, filled with activities and resources for the community.

MaryAnn coordinated (with the Author Luncheon Committee) a small Author's Luncheon on February 6. Susan Meissner was the guest author. \$1,983 was raised for the libraries. The large Author Luncheon will take place on April 19th with Elizabeth Strout as the guest author. This excellent yearly fundraiser benefits all of our libraries.

Diane wanted to offer her congratulations to the staff for the 5 star rating!

Executive Director's
Report

We are grateful to the Dale High foundation for the \$20,000 donation we received this month on top of their previous \$5000 donation.

Bonnie is planning a donor appreciation party on April 8th. Ed is traveling to North Carolina to see the Bookmobile in March. Ed is going to do quality assurances and hopefully drive it back. If Ed doesn't return with the Bookmobile, it will be delivered to us shortly thereafter.

Further donations will go to outfitting the Bookmobile, perhaps to purchase new books and/or new carts. Our Be Ready Rover also needs funds. Jeanne suggested perhaps Meredith could also use some puppets.

Collaboration at the
Library System

By way of introduction, Michael Stewart is about half way through his schooling toward his masters in library science. He works in the CAS department.

Michael gave a presentation on interdepartmental initiatives through STIG and SPD. He explained what these two groups are, what their primary functions are and how they work together and separately. He also explained who is a part of which group and the benefit these groups have been to the member libraries. There has been a great deal of collaboration and successes that have resulted from these working groups.

Bonnie commented that everyone works together for creative solutions to problems and maximized efficiency.

Director's Council
Report

Margie Perella, Director of the Pequea Valley Public Library is our new DC representative.

1. Brenda gave a report about activity reports and how they relate to funds with Ingram.
2. Mark gave a presentation on our email breach. IT needs direct communication with the line staff. – No one will get in trouble for reporting to IT!
3. Ed – offered training in creating reports.

3-Point Summary to
Directors'
Council

The Board chose the following three points to include in the summary for reporting to the Directors' Council:

- 1) Description of STIG and SPD
- 2) New "Did you Know" fliers

Public Comment

Stephanie The IRA Voluntary Correction Program report was turned in on Friday. She has been working on it for two years.

Jeanne asked where the old bookmobile will go. Ed replied that we purchased the new Bookmobile through the county and we are acquiring the new Bookmobile through a lease agreement with Enterprise. Part of the agreement is that they will receive the old one. They will probably sell it at auction, and we receive the proceeds.

Big round of applause to Bonnie who raised the majority of the total funds.

Adjournment

Adjourned at 6:57.

Minutes and Financials are available at
<http://tinyurl.com/LSLCBoardDocs>

Next Meeting: Wednesday, March 21, 2018, 6:30 PM

