



LIBRARY SYSTEM OF Lancaster County

Library System of Lancaster County
Minutes of the Board of Directors Meeting
December 19, 2019

Attendance:

Board Members: Christina Diehl, President; Jeanne Grimsley, Vice President; Ken Kohlmaier, Treasurer; Diane Tannehill, Secretary; Elizabeth A. Flaherty, Dennis Stuckey, Lancaster County Commissioner.
Absent: Shel Lundquist, Rich Frerichs

System Staff: Bonnie Young, Executive Director; Ed Miller, Special Services Manager; Brenda Emerich, Cataloging/Acquisitions Manager; Renee Christiansen, Youth Services Manager; Johanne Shutter, Accounting Manager; Amanda Hatcher, Administrative Assistant.

Guests: Kristen Fernetz, Strasburg-Heisler Library

Call to Order The regular meeting of the Board of Directors of the Library System of Lancaster County was called to order by President Diehl at 6:30 PM on Wednesday, December 19, 2018, at the Library System office. A quorum was present.

**Secretary's Report
Minutes**

Diane Tannehill, Secretary, referred to the minutes of the November 14, 2019, regular meeting as included in the Board mailing.

Motion Diane motioned that the minutes be approved as presented. Elizabeth seconded. The minutes were approved as presented.

Treasurer's Report

Ken Kohlmaier, treasurer, referred to the November financial report, as included in the Board mailing. Numbers are straightforward. A nice, reasonable profit. Enough money to handle anything that comes in at the end of the year. A compliment to Bonnie and the managers of the system.

Ken also presented the budget for next year. The numbers aren't changing much from last year. We hope to have a few more assets due to rising interest rates. We have some money that we hope can generate extra income.

Motion Ken motioned that the reports be approved as presented. Elizabeth seconded. The reports were approved as presented.

Update on Policies

Elizabeth, Rich and Bonnie worked on the following policies:
System Membership Agreement, Policy Review, New or Renovated Facilities

Elizabeth pointed out one change from what was mailed. On the policy review policy, the word "insure" should be "ensure." At the June meeting the board voted on how often to review and edit policies. We want it memorialized as a policy so that it will be annually reviewed in sync with the others.

Elizabeth motioned to accept the policies with the change. Jeanne seconded. Motion carried. The policies have been approved as presented.

President's Report	<p>Christina Diehl reported that the donations from the Polka Dot Power House were delivered this week. They received an email from Mary and she is very pleased with the donations!</p> <p>Christina also thanked Bonnie for all she has done.</p>
Executive Director's Report	<p>Bonnie told the board that it has been a privilege to work with Christina and Diane. This is Diane's last meeting. Diane flew back from Florida last winter to attend meetings. She has done so much behind the scenes both financially and otherwise, generously giving of her time. Diane has been a joy and a pleasure to work with and she will be missed. Dennis has found a replacement for us – Dale Hamby. He will be a valuable addition to our board. He was president of the QVL library.</p> <p>Elizabeth was impressed with the \$10,000 from the Mercedes dealership for the Be READY Rover thanks to the introduction by Diane. The vehicle has been ordered. The county owns the vehicle and the insurance. Ed and Mary have been working on the interior design.</p> <p><i>Steven C. Mentzer raise,</i> Representative Mincer has donated his income thanks to Jeanne.</p> <p>Elizabeth wanted to know how the Extraordinary Give compared to years past. Bonnie stated that it was the most we have received - over \$7000.</p> <p>The County coordination plan was signed by the directors and submitted to the state. The plan will cover expenses related to the ILS catalog and circulation system and the WAN (wide area network) that covers all the libraries.</p> <p>Beth will be serving as the acting secretary in Diane's absence until the April annual meeting.</p> <p>Diane stated that LSLC is the first nonprofit she has worked for where we actually strive to achieve the strategic plan. Bonnie loved the strategic plan that was in place when she was hired and also loves the current plan.</p> <p>Elizabeth wanted to know if there is a policy regarding when an officer steps down. Also, how are the officers selected? How members are selected? The information is in the bylaws.</p>
Director's Council Report	<p>The following points are from the Director's Council meeting on December 7, 2018.</p> <ol style="list-style-type: none">1. Bylaws committee – will be reviewing the Bylaws via committee.2. Snow days – closing procedures – getting word out to the community and with other libraries.3. Office of Commonwealth Libraries dialog with Bureaus of Library Development - Susan Banks – the directors are completing a survey. <p>The directors have decided to meet every other month instead of every month. Pennsylvania requires the directors to meet a certain number of times every year.</p>
3-Point Summary to Directors' Council	<p>The Board chose the following three points to include in the summary for reporting to the Directors' Council:</p> <ol style="list-style-type: none">1) Passed the budget2) Fond farewell to Diane and Bonnie3) The Be READY Rover is being readied
Public Comment	<p>Renee - Thanks so much to the board members who were here when Bonnie was hired. She has been great. Thank you for your support of us and thanks to Commissioner Stuckey for his support for us.</p>
Adjournment	<p>Diane motioned to adjourn at 6:52. Ken seconded. The motion carried. The Meeting was adjourned to Bonnie's retirement celebration.</p>

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

Next Meeting: Wednesday, January 16, 2019, 6:30 PM

Respectfully submitted,


Secretary

Transcribed by
Amanda Hatcher,
Administrative Assistant

