



Library System of Lancaster County
Minutes of the Board of Directors Meeting
May 18, 2022

Attendance:

- Board Members Dale Hamby, President; Matt Eberts, Vice President; Shel Osborn, Treasurer; Alexandra Barbush, Secretary; Rob Morgan; Jennifer Wood
Absent: Rhonda Allen; Ray D'Agostino, Lancaster County Commissioner; Ken Kohlmaier
- System Staff Karla Trout, Executive Director; Ed Miller, District Consultant and District Services Manager; Mark Sandblade, Manager, IT; Brenda Emerich, Cataloging/Acquisitions Manager; Julie Zimmerman, Human Resources
- Guests Penny Talbert, Ephrata Public 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 Hamby at 6:30 PM on Wednesday, May 18, 2022, in the Board Room. A quorum was present.
- Consent Agenda Alexandra motioned that consent agenda be approved as presented. Rob seconded. The consent agenda was approved as presented.
- President's Report Dale asked Mark to describe the security conference he attended. Our current insurance carrier presented us with requirements for continuation of coverage, with a considerable rate increase. Today we signed on with a new company, which provided us with a specific list of areas of concern regarding security ranked by severity. Mark learned more at the conference regarding our needs and how to meet them. Microsoft has security products offered with good education-related discounts, so we'll probably go with them. An assessment of where we are security-wise showed that LSLC is at a B+.
- Treasurer's Report For March and April, everything is in line from previous months. Dale asked: Should we adjust the budget \$550,000 less because we received less than requested from the commissioners? Karla and Shel indicated that we should not change the budget, as it is an historical record of our request.
- Motion to Approve** Shel moved to approve the Treasurer's report. Alexandra seconded. Report stands approved.
- Branding Jennifer reported from the April branding meeting. They're moving toward drafting an RFP with a subject matter expert. The RFP is to engage a designer to build the brand for the libraries' digital resources. We have to first decide what our budget is. Then we can go back and negotiate more points like implementation.

LPL Building Project	Lancaster Public Library walk-through was attended by Dale, Alexandra, Rob, Shel and Karla and they reported on what they experienced. More money needs to be raised – about \$2.8 million. \$10 million was the ask for the building fit out and furnishings. Mark reported on his observations about the IT component of the plan. Dale mentioned that LPL needs LSLC board approval of the finalized plans.
District Library Center	<p>The Governor’s Advisory Council on Library Development (GAC) has made a request for LSLC to accept the designation as Lancaster Library District on a continuing basis. The designation request will be finalized pending the GAC receiving feedback from the member libraries regarding the past year of service. That should be done before the end of June. Accepting the designation allows us to move forward to seek a larger physical space for our combined operations. Our lease is up in November, but we can renew for another year if needed.</p> <p>Rob motioned to accept the designation of District Library. Shel seconded. The designation is accepted.</p>
LSLC/Lancaster District Comprehensive Plan & Service Area Study	Karla has drafted an RFP and sent it to Dale so that we can begin the process of finding a consultant to work with us with this work. Our existing strategic plan expired at the end of 2021. Once Dale has reviewed the RFP, Karla will send it to the rest of the Board.
Directors’ Council Report	<p>“3 Points” from the last DC meeting:</p> <ol style="list-style-type: none">1. The eBook discussion: talking about contributing county wide2. The District agreement3. Service area discussion
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) Acceptance for our District designation2) State still plans a conversation with the Library Directors for feedback on the District designation.3) Mark briefed us on the importance of cyber security.
Public Comment	
Adjournment	Rob motioned to adjourn the meeting. Alexandra seconded. The meeting was adjourned at 7:24 PM.

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

Next Meeting: Wednesday, June 15, 2022, 6:30 PM
LSLC Offices, 1866 Colonial Village Ln, Suite 107, Lancaster

Respectfully submitted,

Alexandra Barbush, Secretary

Transcribed by
Julie Zimmerman
HR