



Library System of Lancaster County  
Minutes of the Board of Directors Meeting  
June 21, 2023  
Via Adamstown Area Library

Attendance:

Board Members: Dale Hamby, President; Rob Morgan, Treasurer; Alexandra Godfrey, Secretary; Marianne Clay Strittmatter; Cody Diehl.  
Absent: Matthew Eberts, Vice President; Ray D'Agostino, Lancaster County Commissioner.  
System Staff: Karla Trout, Executive Director; Ed Miller, District Consultant and District Services Manager; Brenda Emerich, Cataloging/Acquisitions Manager; Julie Zimmerman, Human Resources Generalist; Casey Trone, Financial Coordinator; Sydney Dieffenbach, Administrative Assistant.  
Guests: Carolyn Reiste, Adamstown Area Library; Brad Rauch, Adamstown Board Treasurer

**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 6:40 PM on Wednesday, June 21, 2023, via Adamstown Area Library. A quorum was present.

**Mission Minute** Carolyn has been director of the library since August of 2019. The library moved in October of 2020 to their current location. They are planning on building a community room off the back of the library. They serve five municipalities or around 31,000 residents. They also serve patrons from Berks County, many of whom come for the passport services. Community outreach is a cornerstone of the library. Last year, they had over five hundred programs for both children and adults. Around fifty-six percent of their budget comes from fundraising. The library has an active Friends group that assists with fundraising.

Consent Agenda:

**Secretary's Report** Minutes of the May 2023 Regular Meeting. No changes were made. Alexandra summarized what happened at the last meeting.  
**President's Report** Dale stated that he completed his mandated reporting training yesterday and asked the board members to complete the training before the next meeting in July. Kerri has sent out the email to the board members to help them get signed up for the training.  
**Executive Director's Report** Dale congratulated Ryan on his ten years at the system as well as his hard work on the LPL move. Dale asked Ed about the delivery contract; they have visited all the libraries with the new driver. Training for the full delivery run will take place next week, and Ed will go on the first delivery run in July.

**Motion to Approve** Alexandra moved that consent agenda be approved as presented. Rob seconded. The consent agenda was approved as presented.

Discussion:

**Treasurer's Report** Rob reported on the financial report for May 2023. The 2022 audit is underway with the auditors: Ross, Buehler, Falk, and Company. The Amazon Smile customer donation program has been discontinued by Amazon, it was not a large source of funding for the system so it will not be a huge loss of funding. The district budget is on track to be spent by the end of their fiscal year, which is June 30<sup>th</sup>. Dale asked Rob about the senate budget not being passed yet. Karla expressed that as long as it gets passed by mid-fall we have sufficient cashflow to cover

expenses. Should the budget be delayed into the new year, the system can provide support to the libraries until the budget gets passed and funding gets distributed.

LSLC/Lancaster  
District  
Comprehensive  
Plan & Service  
Area Study

Dale, Karla, and Alexandra have another meeting tomorrow with the comprehensive planning consultants, Kim and Tony, who have been meeting with each of the library directors over the past few weeks.

Lancaster District  
Update

Karla reported on the coming fiscal year for the district. Delivery has been taking up a lot of time and resources for the district as the new delivery company gets set up, but Karla is confident that it will be successful. After the delivery is sorted out, Ed reported that the next big project will be rolling out the new eResources brand Lynx: eResources for everyone. This means marketing, merch, and updating the website. He hopes to get it ready by the early in the school year.

Director's Council  
Report

No report was given.

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. The board visited Adamstown library.
2. Delivery training has commenced.
3. Lynx rollout will be happening by the beginning of the school year.

Public Comment

Adjournment

Rob moved to adjourn the meeting. Cody seconded. The meeting was adjourned at 7:22 pm.

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

Next Meeting: Wednesday, August 16, 2023, 6:30 PM

Respectfully submitted,

Alexandra Godfrey,  
Secretary

Transcribed by  
Sydney Dieffenbach  
Administrative and Financial Assistant