



Library System of Lancaster County
Minutes of the Board of Directors Meeting
October 18, 2023

Attendance:

Board Dale Hamby, President; Matthew Eberts, Vice President; Rob Morgan, Treasurer; Cody Diehl.
Members: Absent: Alexandra Godfrey, Secretary; Marianne Clay Strittmatter; Ray D'Agostino, Lancaster County Commissioner.
System Staff: Karla Trout, Executive Director; Ed Miller, District Consultant and District Services Manager; Mark Sandblade, Manager, Information Technology; George Matthew, Youth Services and Outreach Coordinator; Casey Trone, Financial Coordinator; Sydney Dieffenbach, Administrative Assistant.
Guests: Ryan McRory, Lititz 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 6:34 PM on Wednesday, October 18, 2023, via the LSLC Board Room. A quorum was present.

Mission Minute Karla talked about her experience at the PALA conference this year. She found a lot of value in connecting with other librarians in the state. She also spoke about the different sessions she attended, her favorite being the session regarding the state aid formula, which provided her with a lot of context and history to state library funding as well as how the formula works.

Consent Agenda:

Secretary's Report Minutes of the September 2023 Regular Meeting. No changes were made.

President's Report Dale reported on the Governor's Advisory Council on Library Development (GAC) meetings he attended during Pennsylvania Library Association (PALA) conference and how they are continuing their work on updating the state library regulations.

Executive Director's Report Dale highlighted that tickets for the Council of Friend's Fall Author Event are currently available on the LSLC website. Dale asked about whether the board will need to take action to liquidate the Truist Bank CD. The board would only need to act if the CD is liquidated before maturity which will happen in December. Dale asked if we would need to liquidate the other two CDs before their maturity. Karla responded that this would depend on when the state passes the fiscal code and how much money the libraries need. Dale thanked Ed for helping with the current Quarryville board issue. Dale said that he spoke to their current board president regarding their actions. Dale emphasized that book challenges are happening everywhere in the county. Dale asked Mark about whether LSLC services each library's emails, which Mark confirmed. Dale asked about the training for the LX Starter, which sends out the hold pickup and overdue notices. LX Started includes Innovative's move to a cloud-based email system which will prevent blacklisting and formatting issues.

Motion to Approve Matt moved that consent agenda be approved as presented. Cody seconded. The consent agenda was approved as presented.

Discussion:

Treasurer's Report	<p>Financial report for September 2023. Rob reported that LSLC is set to make it through the end of the year while still supporting the libraries until the state budget funds are disbursed. The Be Ready Rover budget has expended all the IMLS grant funding and is currently running on the Steinman grant until the end of the year. Cody asked how much spending the system is deferring to maintain the ability to support the member libraries. Currently, all required expenses are being covered, we are holding off on some discretionary spending, like eBooks and IT purchases, to ensure sufficient cashflow for payroll and other essential payments. Rob moved to accept the treasurer's report as presented and Cody seconded. The report was approved.</p>
Presentation of the 2024 LSLC Budget Draft	<p>Rob presented the 2024 budget to the board, which does not have many changes from last year's budget. Rob, Dale, and Karla attended the county ask this morning, where Karla presented the budget to the county commissioners. Karla believes that the presentation went well and will meet with the commissioners again soon. There was a discussion on what would happen to the budget if LSLC does not receive all the funding that was requested. Cuts will be necessary to expenses should that be the case. Dale asked Mark about the large decrease in the IT budget from 2023 to 2024. This is due to the ARPA funding IT got from the county last year that will support maintenance on those projects through the next five years. Matt asked about the district budget, which is on a different fiscal year, and is not accounted for in this budget. Cody asked about the reduction of the full-time to part-time position for the Be Ready Rover. This was done this year and will carry over to next year due to funding. We are still searching for a grant to cover the Be Ready Rover for 2024. Rob moved to accept the budget; Cody seconded. The budget was passed. Dale thanked Casey and Karla for the presentation of the budget.</p>
LSLC/Lancaster District Comprehensive Plan and Service Area Study	<p>The consultants are planning to present their findings to the board in early November. The information will also be shared with the directors. There will also be a meeting on October 30 with the Lancaster County Planning Department to begin the GIS mapping for the project.</p>
Lancaster District Update	<p>Lynx has been rolled out successfully. The next step will be further promotion. Ed is waiting to see how the rebranding has impacted certain services. Dale asked if it has helped put the system in the background; Ed believes it will since the system's logo won't be as widespread anymore. Kerri is currently working on building Lynx Learning which is the public side of Totara. Kerri also launched a Lynx Beanstack challenge for patrons to participate in with Lynx related prizes.</p>
Director's Council Report	<p>The three points from the October 2023 Director's Council report is:</p> <ol style="list-style-type: none">1. Libraries are beginning a Sierra catalog cleanup.2. Sierra 6 upgrade is coming at the end of October.3. Ryan also talked about the conversation that was had about communication between the libraries and the system, and reported that the overwhelming majority of member library directors are pleased with the communication with and services offered by LSLC.
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. The 2024 budget was passed.

2. The system is available to help with book challenges and offered that member library boards should not be hasty in responding to book challenges, but should consult their staff, follow their policies, and ask LSLC/District for assistance, if needed.
3. Ongoing commitment to support the libraries with the state budget to the end of the year.

Public Comment

Adjournment Rob moved to adjourn the meeting. Matt seconded. The meeting was adjourned at 7:23 pm.

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

Next Meeting: Wednesday, November 15, 2023, 6:30 PM

Respectfully submitted,

Alexandra Godfrey,
Secretary

Transcribed by
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Administrative and Financial Assistant