



Library System of Lancaster County  
Minutes of the Board of Directors Meeting  
March 20, 2024

Attendance:

Board Members: Dale Hamby, President; Matthew Eberts, Vice President; Rob Morgan, Treasurer; Alexandra Godfrey, Secretary; Marianne Clay Strittmatter; Cody Diehl; Ray D'Agostino, Lancaster County Commissioner.

Absent:

System Staff: Karla Trout, Executive Director; Ed Miller, District Consultant and District Services Manager; Mark Sandblade, Manager, Information Technology; Brenda Emerich, Cataloging/Acquisitions Manager; George Matthew, Youth Services and Outreach Coordinator; Julie Zimmerman, Human Resources Generalist; Casey Trone, Financial Coordinator; Kerri Milliken, Training and Digital Resources Librarian; 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 6:30 PM on Wednesday, March 20, via the system's board room. A quorum was present.

Consent Agenda:

Secretary's Report Minutes of the January 2024 Regular Meeting. No changes were made.

President's Report No questions were raised.

Executive Director's Report Dale asked Mark about the discontinuation of the Education Enrollment Solutions (EES) program for public libraries, the current mechanism by which the system has acquired Microsoft licensing at a discounted rate. The system is currently covered until August. Microsoft has not been forward with their pricing and availability yet, so IT is working on alternative plans.  
Matt asked Karla about the Office of Commonwealth Libraries' (OCL) requirement under the proposed regulations that library director's either have their MLIS or a certification that the OCL is developing and if the system can support this. Karla stated that there will be grace for directors that have prior experience, so the only issue would be newer directors. She said that the new regulations are currently still in the draft phase, and other options are now under consideration for the certification change. If implemented as currently proposed, it would affect three of the libraries in the system. Karla has submitted feedback to OCL in opposition to the current proposal.  
Dale asked George about the clearance requirements for the SRP presenters. Each presenter must submit their PA child abuse clearances to the system prior to performing in any of our libraries.

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

Discussion:

Treasurer's Report Financial report for February 2024. Rob shared three points. One of the system's CDs matured and was reinvested. A donation from the Council of Friends from an author event was

distributed to each member library. The system has begun to purchase items budgeted in 2023 to spend the funds that were rolled over into 2024 from last year. Rob moved to approve the treasurer's report. Marianne seconded. The report was passed as presented.

LSLC/Lancaster  
District  
Comprehensive  
and Service Area  
Study

Karla expects the plan to be done by the end of the month, the consultants are going through the final editing of the document. Alexandra was very happy with the work that they had put into the report and looked forward to the final product.

Lancaster District  
Update

The district has been running smoothly overall. There have been some issues with the delivery service within the last week. The service missed deliveries in the last few days. The problem seemed to stem from the loss of one of the drivers, and the lack of a back-up driver to replace them. The delivery contract is up in June, and Ed is looking at other options for the next delivery contract. Ed and Karla are planning to meet with the current delivery service next week regarding the next delivery contract. Dale asked how this impacted sorting, there was a higher amount of sorting today as they worked through the backlog. Alexandra asked how it would affect the incentive-based bonus in the contract. Ed is not sure of this yet.

Board Meeting Date  
Conflicts

The next meeting, which is the board's reorganization meeting, is scheduled April 17<sup>th</sup>, Karla is unavailable that day and Dale is unavailable the week before. Karla will reach out with alternative dates in the coming weeks.

Director's Council  
Report

The three points from the last DC meeting are:

- The directors are going to investigate simplifying and standardizing the loan rules.
- Two new eResources are available to patrons, ConnectWell and ABC Mouse.
- The directors are continuing to look at sustainable funding.

Local Library  
Programming

There was a discussion regarding a program at one of the libraries, and the controversy surrounding it, and the role of the system in situations like this. Karla reached out to the State Librarian, Susan Banks, regarding the authority that the system has over the programs at individual libraries. The response that she received stated that the system has no authority over programs from a member library, which retains local decision-making authority regarding their programs. Karla recommended the board approve the following statement from the system differentiating the system and the libraries:

*Based upon the Pennsylvania Library Statute 24 PA, public libraries in Pennsylvania are locally governed, including those that are members of federated library systems. While member libraries may share resources and some system-wide policies, they remain independent and have the authority to make their own decisions regarding local library policies and programs. Subsequently, the Library System of Lancaster County has no standing, power, or responsibility to control programming decisions of member libraries within the library system. We have no role or legal authority in determining or approving the content of library events; those decisions are in the hands of the local library boards and are governed by the policies set within their own communities. The Library System, overseen by a board of local library officials, provides support services to member libraries. [Adopted by LSLC Board of Directors on March 20, 2024]*

Rob moved to approve and release the statement on the website and as a press release. Matt seconded. The motion was passed, with one opposition.

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) IT is looking into alternate plans for Microsoft licensing, as we are no longer eligible for the Education Enrollment Solutions program.
- 2) There was a temporary lapse in delivery.
- 3) The system has released a statement regarding local library programming.
- 4) The OCL is collecting feedback from libraries to present to the governor.

Public Comment

Adjournment

Cody moved to adjourn the meeting. Alexandra seconded. The meeting was adjourned at 7:19 pm.

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

Next Meeting: TBA

Respectfully submitted,

Alexandra Godfrey,  
Secretary

Transcribed by  
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Administrative and Financial Assistant