



Library System of Lancaster County  
Minutes of the Board of Directors Meeting  
June 26, 2024

Attendance:

Board Members: Matthew Eberts, President; Dale Hamby, Vice President; Marianne Clay Strittmatter, Secretary; Theia Hofstetter; Tess Wallace; Andrew Welk; Ray D'Agostino, Lancaster County Commissioner.

Absent:

System Staff: Karla Trout, Executive Director; Mark Sandblade, Manager, Information Technology; Julie Zimmerman, Human Resources Coordinator; Brenda Emerich, Cataloging/Acquisitions Manager; Casey Trone, Financial Coordinator; Kerri Milliken, Training and Digital Resources Librarian; Sydney Dieffenbach, Administrative Assistant.

Guests: Ali Salimbeni, Joyce Sands, Manheim Township Public Library; Anna D'Agostino, Eastern Lancaster County 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 Eberts at 6:43 PM on Wednesday, June 26, 2024, via the LSLC board room. A quorum was present.

Consent Agenda:

Treasurer Nomination Dale nominated Theia to be treasurer. Andrew seconded. Theia accepted the nomination. Matt closed the nominations. With no other nominations, Theia was declared to be Treasurer without a vote.

Secretary's Report Minutes of the May 2024 Regular Meeting. Theia asked about the official process around Rob's resignation. There has been no historical process other than informing the Commissioners about the new vacancy.

President's Report Matt mentioned that the summer reading program has begun for the libraries, which has been helping students transition into summer with reading challenges and educational programs.

Executive Director's Report Dale asked whether the delivery contract was from the same company that did last year's delivery. It is not; the new delivery company is owned by a former-employee of the current delivery company. Matt asked if a library would be able to share directors as they search for new directors. Karla replied that each library has a full-time director, as the workload is more than sufficient to make that not feasible, and it is very difficult to retain directors on a part-time salary. The current draft of the state regulations are also going to require full-time directors, once those pass. If a library hires a director without needed credentials, the library must submit to the Office of Commonwealth Libraries a plan for the director to obtain the required education. Dale mentioned that Casey had her five-year anniversary earlier in the month, and the Board congratulated her. Theia asked about the TeenZine program, which is for the whole county. Theia asked if the events take place at the same library or rotate, the events rotate between libraries and also are offered via Zoom.

Motion to Approve Marianne moved that consent agenda be approved. Dale seconded. The consent agenda was approved as presented.

Discussion:

- Treasurer's Report      Financial report for June 2024. Matt asked Karla when the system will worry about the state not having the budget approved as the budget includes funding for the libraries. Last year, as the approval of the budget was delayed, the system supported the libraries which caused a cash flow issue. She responded that the libraries receive their state funding in January, so the biggest challenge would come then. She did note that the District fiscal year begins in July, so the System will cover the District budget until that funding is received, normally in August. Sufficient reserves exist to cover any expenses that would come up for the District. Karla does not expect the budget to be approved by the end of June but does not anticipate the budget approval will be as delayed as last year. Dale motioned to approve the financial report, Matt seconded. The report was approved.
- Lancaster District Update      The new district delivery contract with the new company will begin July first. The district's new fiscal year begins July first as well. The current district budget is on track to be spent in full by the end of its current fiscal year.  
The Office of Commonwealth Libraries has released information regarding waivers. There are libraries in the system that have not met standards that will need to apply for these waivers. Library funding is not affected if a library applies for waivers, if the waiver is approved.
- Director's Council Report      The three points from the last DC meeting are:
- The directors are considering allocating additional funds for eBook purchasing.
  - Elizabethtown Public Library (ETN) staff visited the directors and the system office during the Directors Council meeting as part of their staff development day.
  - The number of items a patron can have checked out at one time has been reduced from 200 to 100.
- 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 new delivery contract begins July first.
  - 2) The board has elected a new treasurer.
  - 3) The system is unsure whether the state budget will meet the deadline.
- Library Story      Joyce talked about Manheim Township Public Library's new cancer survivorship collection, which they developed in collaboration with Penn Medicine's Cancer Institute. The collection provides a plethora of information and resources which will be available to patrons June 26<sup>th</sup>.
- Public Comment      Andrew would like to create a committee to look over the system board's bylaws and policies. Andrew would be chair with Matt and Tess as members. Andrew moved to create a policy committee with Andrew as chair with Matt and Tess. Theia seconded. Dale motioned to table the vote until the next meeting to give time for the rest of the board to look over the information. Marianne seconded. The motion to table carried. The committee will be addressed in the next meeting.
- Adjournment      Marianne moved to adjourn the meeting. Theia seconded. The meeting was adjourned at 7:23 pm.

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

Next Meeting: Wednesday, August 21, 2024, 6:30 PM  
At the LSLC Board Room

Respectfully submitted,

Marianne Clay Strittmatter,  
Secretary

Transcribed by  
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Administrative and Financial Assistant