



Library System of Lancaster County
Minutes of the Board of Directors Meeting
December 18, 2024

Attendance:

Board: Matthew Eberts, President; Dale Hamby, Vice President; Marianne Clay Strittmatter, Secretary; Theia Hofstetter, Treasurer; Andrew Welk; Kristin Staley.
Members: Absent: Tess Wallace; Ray D'Agostino, Lancaster County Commissioner.
System Staff: Karla Trout, Executive Director; Ed Miller, District Consultant and District Services Manager; Julie Zimmerman, Human Resource Generalist; Mark Sandblade, Manager, Information Technology; Casey Trone, Financial Coordinator; Kerri Milliken, Training and Digital Resources Librarian; Sydney Dieffenbach, Administrative Assistant.
Guests: Ali Salimbeni, Deputy Director, Manheim Township 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 Eberts at 6:31 PM on Wednesday, December 18, 2024, via the LSLC board room. A quorum was present.

Consent Agenda:

Secretary's Report: Minutes of the November 2024 Regular Meeting. The board accepted a change in the wording of the policy section in the November minutes to "Andrew plans for the committee to continue their work on the policies and when they are satisfactory, table them until the by-laws are updated and implemented, then vote on the policies".

Executive Director's Report

Theia asked whether the website migrations for the libraries are under a single license or a group license. The system currently has a multisite license, where the libraries are all under one license, but each library has its own URL and freedom to update and manage the content on their own site.

Theia asked if the Extra Give donations are for the bookmobile or the system. Since the system does not solicit donations, the Extra Give donations are earmarked for the bookmobile only.

At Theia's request, Karla discussed her meetings with the library directors regarding the youth services position currently open at the system. Karla and Kerri also plan to meet with the youth service staff at the end of the week regarding their expectations of the position.

Motion to Approve

Dale moved that consent agenda be approved as presented. Theia seconded. The consent agenda was approved as presented.

Discussion:

Treasurer's Report

Financial report for December. Theia moved to approve the financial report and statement of financial position for December, Dale seconded. Theia reported that donations and EITC revenue were up in December. Purchases were up from the previous month, but those expenses were anticipated, as IT is working on spending the remaining ARPA funds. As of now, the ARPA spending is complete, while the project is on track to finish by next year. The treasurer's report was approved.

2025 Revised LSLC
Budget Draft

Theia moved to approve the revised 2025 budget as presented, Dale seconded. Theia discussed the differences between the approved and revised 2025 budget.

- Matt asked about the reduction in staff expenses, which is the result of the system's move to a health insurance provider offering a lower premium than the previous plan, as well as savings from members of the staff who did not opt into the insurance plan.
- Karla stated that the biggest impact that patrons may have on the library side is with the summer reading program and the databases offered.
- Karla stated that there may be an even larger issue if the cut continues into 2026 because the system will not have the ability to rollover funds as we did this year.
- Once the budget is approved, Karla plans to let the directors know what changes and cuts are coming.

The board voted to approve the budget.

Board Policy
Committee

There was nothing to report; Andrew will have updates in January.

Director's Council
Report

The three points from the last Director's Council meeting were:

- The youth service staff are planning on traveling to different libraries for meetings.
- The loan rules have been updated and approved.
- Kristin Fernitz from Strasburg has retired.

3-Point Summary to
Directors'
Council

The Board chose the following point to include in the summary for reporting to the Directors' Council:

- The revised 2025 budget was approved.

Public Comment

Adjournment

Dale moved to adjourn the meeting. Theia seconded. The meeting was adjourned at 7:01 pm.

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

Next Meeting: Wednesday, January 15, 2025, 6:30 PM

Respectfully submitted,

Marianne Clay Strittmatter,
Secretary

Transcribed by
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Administrative and Financial Assistant