



Library System of Lancaster County
Minutes of the Board of Directors Meeting
September 18, 2025

Attendance:

Board Members: Matthew Eberts, President; Andrew Welk, Vice President; Marianne Clay Strittmatter, Secretary; Theia Hofstetter, Treasurer; Tess Wallace; Wendy Voulopos; Kristin Staley; 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; Casey Trone, Financial Coordinator; Sydney Dieffenbach, Administrative Assistant.

Guests: Sean Smith and Olivia Metz, Ross Buehler Falk and Company; Catherine O'Sullivan, Michele Lichty, Mary Alice High, Kathy Bolton, Laura Sanchez, and Barbara Thompson, Intercourse Library; Alli Salimbeni, 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 6:34 PM on Wednesday, September 18, 2025, via the Intercourse Library. A quorum was present.

Mission Minute Catherine spoke about the Intercourse Library; they are celebrating their 50th anniversary this year. The library started in an old schoolhouse before moving to their current location in 2007 and added the Gap branch in 2008. Catherine has been director of the library since 2018. Intercourse and the Gap branch serve three townships with a population of around twenty-two thousand, about a third of which has a card. The library's patron base is about half Amish. The library's largest meeting room, which the board met in, is a reproduction of its original schoolhouse location.

Presentation of the 2024 Audit The auditors presented the 2024 audit to the board. Theia made a motion to accept the 2024 audit as presented. Wendy seconded. The board accepted the audit.

Consent Agenda:

Secretary's Report Minutes of the August 2025 Regular Meeting. There were no questions or changes regarding the minutes.

President's Report There was no report from Matt this month.

Executive Director's Report Theia asked about struggles with the interlibrary loan services and how that will affect the county. Ed stated that due to cuts in federal funding to libraries, some states, which have previously used federal funding to supplement their interlibrary loan services, have had to cut or cancel interlibrary loan services. This means Lancaster is seeing higher rates of cancellations of Lancaster County ILL requests, which increased over thirty percent over the summer. Most of the cancellations occur because the district is unable to find a library willing to lend the requested materials.

Theia asked how staffing works for Chat with a Librarian, both the system and libraries provide staff members for the service. Some Chat with a Librarian staff from member libraries have

moved onto other positions recently, which has impacted how many hours the system is able to cover.

Theia asked about POWER Library, which is a state funded service that provides online resources for both public and school libraries.

The Bookmobile fuel pump will be replaced next week so the Bookmobile staff members are using the system sprinter van for their stops in the meantime.

Motion to Approve

Theia made a motion that consent agenda be approved as presented. Andrew seconded. The consent agenda was approved as presented.

Discussion:

Treasurer's Report

Financial report for August. Theia made a motion to approve the system and district financials as reported. Andrew seconded. Theia reported the administrative actual expenses decreased last month; this was because the libraries were billed for and reimbursed the system for their part of the audits. The board approved the financial report.

**Lancaster District
Update**

The district is continuing as usual. Karla spoke about the district budget, which the system is currently funding as the state has not yet passed the budget. She anticipates that the system can sustain support to the district through at least the end of January. When the state budget is passed on time the district funding usually comes around August.

**Board Policy
Committee**

Andrew presented two policy drafts for the board to review. The board discussed some updates to the drafts. The Policy Committee will meet again to finalize the two policies presented and bring a draft of the final remaining policy update to the next meeting. Andrew anticipates the board approving the updated policies by the end of the year.

**Director's Council
Report**

There was no report from the council, as they did not meet in September.

**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 approved the system audit.
- 2) The state budget is still not approved.
- 3) The board thanked the INT library for hosting the meeting.

Public Comment

Adjournment

Andrew made a motion to adjourn the meeting. Theia seconded. The meeting was adjourned at 7:35 pm.

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

Next Meeting: October 16, 2025, 6:30 PM

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Respectfully submitted,

Marianne Clay Strittmatter,
Secretary

Transcribed by
Sydney Dieffenbach
Administrative and Financial Assistant