

Library System of Lancaster County
Minutes of the Board of Directors Meeting
April 17, 2007

Attendance:

Board Members: Greg Diehl, President; Bud Rettew, Vice President; Dale Reinecker, Secretary/Treasurer; Larry Burkhart; Cheryl Deck; Pat Ditzler; Glenn Landis; Virginia McGrath; Kay Rohrer. Absent: Rose Eckman; Martin Hudacs; Sue Leggett; Fay Snyder.

System Staff: Susan L. Hauer, Administrator; Donna J. Westerhoff, Internal Operations Manager; Sue Young, Financial Coordinator; Rhonda Kleiman, Business Information Coordinator; Lee Krieger, Manager, Collection Development and Technical Services.

Guests: Katrina Anderson, Director, Quarryville Library; Barbara Basile, Director, Manheim Community Library; Deborah Beisell, Executive Director, Elizabethtown Public Library; Sandra Dinoff, Director, Strasburg-Heisler Library; Todd Fabian, Director, ELANCO Library; Jennifer Raimo, Director, Ephrata Public Library; Joyce Sands, District Consultant; Kathy Thren, Director, Adamstown Area 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 Diehl at 7:10 PM on Tuesday, April 17, 2007, at the Library System office. A quorum was present.

General Comment None.

Introduction President Diehl asked Steven Bussanmas, Manheim Township Library Committee, to introduce the Board members and guests from the Manheim Township Public Library. Bussanmas introduced Gary Graziano, Vice President; Linda Skelly, Secretary; Larry Gagnon; and Rick Kerper, Board members; and Robert Sabatelli, System Board appointee. David Miller, Interim President, and Mary Louise Hester, Treasurer, were unable to attend. There is one vacancy, and it will be filled in the near future.

Secretary's Report
Minutes Dale Reinecker, Secretary/Treasurer, referred to the minutes of the March 20, 2007, meeting, as included in the Board mailing. The minutes were
Approval approved as presented.

Treasurer's Report Dale Reinecker referred to the March 2007 financial report, as included in the Board mailing, and reported that the Finance Committee has reviewed

the report. Spending should be at 25%, and the accompanying memo explains variances. The report shows a Beginning Balance of \$1,551,327.00, and an Ending Balance of \$1,420,268.70. After discussion, the following motion was made.

Motion On motion by Dale Reinecker, the System Board of Directors directed that the March 2007 Financial Report be filed for audit. Motion carried unanimously.

Manheim Township Public Library Membership Susan Hauer asked Gary Graziano, Vice President of the Manheim Township Library Board, to report. He distributed a packet that included a Board roster; a letter from David Miller, Interim President, to the System Board, appointing Robert Sabatelli as the System Board representative; Sabatelli's biographical information; a budget for April 1 to December 31, 2007; an overview of the library's purpose, vision and director search and salary information, including a timeline; and a floor plan of the temporary building at 2121 Oregon Pike. Graziano reported that Bylaws have been drafted and are being reviewed by an attorney. He reviewed the plan to move to Oregon Pike until the ~~Granite Run~~ *Overlook Campus* {amended May 15, 2007} location is completed, most likely in 2009. After discussion, the following motion was made.

Motion It was moved by Glenn Landis that the Library System Board of Directors accept the application of Manheim Township Public Library as an independent library and member of the Library System of Lancaster County, effective May 1, 2007.

After further discussion, the above motion was amended.

Amended Motion It was moved by Glenn Landis that the Library System Board of Directors accept the application of Manheim Township Public Library as an independent library and member of the Library System of Lancaster County, effective May 1, 2007, contingent upon the submission of approved Bylaws. Motion carried unanimously.

President's Report President Diehl requested that Board members who cannot attend a Board meeting contact Donna Westerhoff.

Administrator's Report In addition to her written report included in the Board mailing and sent electronically to Library Board Presidents and the News mail list, Susan Hauer reported the following: 1) She introduced Lee Krieger, Manager, Collection Development and Technical Services, who began his employment on April 16. 2) Hauer asked Rhonda Kleiman, Business Information Coordinator, to report on a presentation she made at the Elizabethtown College Family Business Centers seminar, where she

spoke on competitive intelligence. She related that, recently, an international company with a branch in Manheim needed information on distributing their product in Japan, and she assisted with the research. Hauer noted that there is a need to expand the Biz Centers beyond the current five libraries.

District Library
Report

In addition to her written report included in the Board mailing, Joyce Sands, District Consultant, reported on the following: 1) She is reviewing Annual Reports and will submit them to Commonwealth Libraries by April 30. 2) PlayAways have proved to be popular with patrons. 3) The District Negotiation meeting is scheduled for Monday, April 23, 9:00 AM, at LPL. There was a question as to whether it is an open meeting. Sands will refer the question to Debra Rosser-Hogben, District Administrator.

Directors Council
Report

In addition to her written report included in the Board mailing, Deb Beisell, Directors Council Liaison to the System Board, reported that this is her last meeting as Directors Council Liaison. Jennifer Raimo will take over the duties in May.

Standing Committees
Executive

President Diehl reported that Susan Hauer received a letter regarding safety concerns at a member library. The Executive Committee directed that copies of the letter be forwarded to members of the library board, as well as the System Board. Lengthy discussion followed. There has been no response to date from the library board, and the System Board felt that additional time to address the issue may be needed by the library board. There was consensus that, at this time, no further action from the System Board is necessary.

Diehl referred to the Committee list included in the Board mailing, and noted that two committees – Governance and Human Resources – include four Core Board members. To avoid an interpretation of a violation of the Sunshine Laws, he will speak with two Board members who serve on both committees about each going off one committee.

Finance

No report.

Human
Resources

No report.

Legislative
Council

In the absence of Fay Snyder, Chair, there was no report.

ActiveAd Hoc Committees

System Membership Agreement In the absence of Fay Snyder, Chair, President Diehl referred to the latest draft of the System Membership Agreement included in the Board mailing. Because opposition continues for including the American Library Association Bill of Rights in the document, the Executive Committee recommended to the System Agreement Committee that it be dropped. There was no opposition from the System Agreement Committee, and the draft submitted for Board approval does not contain the section referring to the ALA Library Bill of Rights. During discussion, opposition was also expressed for Sections 1G and H, and Section 2J, all referring to grant sharing and filing.

Motion It was moved by Dale Reinecker that the Library System Board of Directors send the System Agreement back to committee to clarify wording regarding grant submissions. Motion carried, with two opposed.

Bylaws President Diehl referred to the Proposed Change to Bylaws, April 2007, as included in the Board mailing. The change pertains to authorizing the Deputy Administrator to sign checks in the absence of the Administrator. As per the Bylaws, the topic was presented at the March 2007 meeting, and 28 days have elapsed. After discussion, the following motion was made.

Motion It was moved by Dale Reinecker that the Library System Board of Directors approve the change to the Bylaws, as presented, authorizing the Deputy Administrator to sign checks in the absence of the Administrator. Motion carried unanimously.

Funding Task Force In the absence of Sue Leggett, Chair, Ginny McGrath, Future Funding Subcommittee Chair, reported that the Subcommittee has met and will recommend using the same funding formula as last year, and a 1-for-1 Commissioners' match. The next funding subcommittee meeting is Thursday, April 26, 10:00 AM, at the System office. Susan Hauer reported that the next Standards Subcommittee meeting is scheduled for Friday, May 4, 12:30 PM., and a full FTF meeting is scheduled for Tuesday, May 1, 6:00 PM, both at the System office.

Unfinished Business None.

New Business

Board Membership President Diehl reported that Rose Eckman, System Board representative from Columbia, has submitted her resignation, citing her difficulty in attending Board meetings regularly.

- Motion** On motion by Glenn Landis, the System Board of Directors accepted, with regret, the resignation of Rose Eckman from the System Board. Motion carried unanimously.
- General Comment Appreciation was expressed for the work involved in compiling the *Member Library and System Directory*. The comment was made that bad press for one library reflects on all libraries.
- Next Meeting The next meeting is scheduled for Tuesday, May 15, 2007, 7:00 PM, Library System office.
- Adjournment
- Motion** It was moved by Ginny McGrath that the meeting be adjourned at 9:10 PM. Motion carried unanimously.

Respectfully submitted,

Donna J. Westerhoff
Recording Secretary