

Library System of Lancaster County  
Minutes of the Board of Directors Meeting  
October 15, 2014

Attendance:

Board Members: Brandon Danz, President; Diane Tannehill, Vice President; Russell Miller, Treasurer; Christina Diehl; Terry Kauffman;  
Absent: Andre Fouchet, Secretary; Mendi Lowe, Andrea McCue, Lancaster County Commissioners' Representative.

System Staff: Bill Hudson, Administrator; , Mary Ann Heltshe-Steinhauer, Community Relations Manager; Pete Petruski, Manager, Cataloging and Acquisitions Services; Stephanie Zimmerman, Training and Development Coordinator.

Guests: Niki Barnes, Board Secretary Moores Memorial Library; Donna Brice, Director, ELANCO Library; Deborah Drury, Executive Director, Elizabethtown Public Library; Dudley Feltham, Lititz Public Library Board; Kristin Fernitz, Director, Strasburg-Heisler Library; Marj Hyrb, President Board of Trustees Adamstown Area Library; Harry Klinger, Director of Purchasing Lancaster County; Debra Rosser-Hughes, Mount Joy Library; Kathy Thren, Director, Adamstown Area Library; Mike Wetherhold, Adamstown Area Library; Trish Vandenbosch, Library Director Moores Memorial 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 Danz at 6:34 PM on Wednesday, October 15, 2014, at the Library System office. A quorum was present.

Public Comment No comments were offered. President Danz welcomed everyone introduced themselves.

Opportunity for Collective Purchasing Harry Klinger, Director of Purchasing for Lancaster County, distributed handouts pertaining to cooperative purchasing opportunities for the Libraries. The warehouse is located at Chestnut & Queen; orders must be picked up with a typical 48 hour lead time. There is no fee to participate in the cooperative; the county offers this service to townships, non-profits and government entities in the county. There is an electronic link for all the information which Bill Hudson will disseminate to all libraries.

Library Presentations Adamstown Area Library is one the feature library for October. Kathy Thren shared a power point presentation highlighting the successes and challenges plus distributed the 2014 Annual Report. It was reported that Stephanie Zimmerman lead successful team building programs for the staff. The library

is focusing on STEM (Science, Technology, Education, Math) programs and partnering with Millersville University. Noted was the Award Winning Friends Group. Marj Hyrb, President of the Board added that they were \$20,000 under budget and are working hard to solicit funds and are grateful the township charges \$1 annual for the building use. With a physical space of 2500 square feet, 4 fulltime and 6 part time staff the library averages 25-35 programs a month.

Moore's Memorial Library Presentation by Trish Vandebosch who is new to the job shared some history of this small library below Gap which houses the famous Christiana Riot Collection Historical Archives. Stated were strengths and challenges, aspirations and strategies via a power point presentation. The library has a used book store in the lower level run by Friends Group. Many community service programs are offered.

Secretary's Report  
Minutes  
**Approval**

Russell Miller moved and Diane Tannehill seconded approval of the August 2014 minutes. The minutes were approved.  
The September 2014 minutes were not approved due to a lack of a quorum from that meeting.

Treasurer's Report

Russell Miller, Treasurer, referred to financial report, as included in the Board mailing. He reported that we are in the same position as last month due primarily to unfilled positions, there is a \$55,000 positive variance. After discussion, the following motion was made.

**Motion**

On motion by Russell Miller, seconded by Diane Tannehill, the System Board of Directors directed that the 2014 Financial Report be filed for audit.  
Motion carried unanimously.

President's Report

President Danz thanked all the libraries for all the hard work and a special thanks to the libraries that are polling places; again demonstrating that libraries are the centerpiece of the community.  
Nothing further to report.

Administrator's  
Report

Bill Hudson referred to his report included in the Board mailing. There were no questions. Hudson extended a huge congratulations to Youth Services Coordinator Renee and member library youth services staff for the successful Summer Reading Program that had over 38,000 participants.

Directors' Council  
Report

Deb Drury, Directors' Council Liaison asked if there were any questions about the 3 points from last meeting. Further she stated that there is a clear

invitation by motion of council for a board representative to be present at the Directors' Council meetings. Brandon Danz responded that he will attend as many as possible and ensure that a representative is present. Diane Tannehill attended the last meeting. Also Brandon Danz stated that the app has had over 700 participants and he thinks it is a successful launch.

Committees

Finance

Russell Miller, Treasurer, no report this month.

Personnel

Terry Kauffman reported: 1) the 360 Admin review protocol has been outlined 2) Bill Hudson and Jim Showalter are looking at insurance renewal options; if we stay with the current provider, there would be a 12.8%.

Fund  
Development

Terry Kauffman reported that Rebecca Denlinger met with the county commissioners and will continue meeting with other library directors and board members as needed. Two proposals will be presented at the November Directors Council Meeting for 1) Summer Reading Program 2) Bookmobile Program. Member libraries are encouraged to seek out Rebecca Denlinger for assistance.

Old Business

None

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) Cooperative Purchasing options for supplies per Harry Klinger presentation 2) 360 Review for the administrator and 3) Fundraising and Rebecca Denlinger continuing meetings and scheduling project presentations.

Adjournment

**Motion**

Russ Miller made the motion to adjourn. Diane Tannehill seconded it. The motion passed unanimously. The meeting was adjourned at **7:24 pm.**

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**Next Meeting** The next regular meeting is scheduled for Wednesday, November 15, 2014, 6:30 PM. at the Library System office.

Respectfully submitted,

Kathy Levine  
Recording Secretary