

Library System of Lancaster County
Minutes of the Board of Directors Meeting
February 19, 2008

Attendance:
Board Members: Bud Rettew, President; Glenn Landis, Vice President; Kay Rohrer, Secretary; Greg Diehl, Treasurer; Larry Burkhart; Cheryl Deck; John Havrilla; Diane Jackson; Virginia McGrath; Robert Sabatelli; Kay Vandergrift; and Dennis Stuckey, County Commissioner and Ex Officio.

System Staff: Susan L. Hauer, Administrator; William J. Hudson, Deputy Administrator and Manager, Information Technology; Jill D. Brewster, Financial Manager.

Guests: Katrina Anderson, Director, Manheim Township Public Library; Barbara Basille, Director, Manheim Community Library; Deborah Beisell, Executive Director, Elizabethtown Public Library; Sandra Dinoff, Director, Strasburg-Heisler Library; Karen Haley Field, President, Lancaster Public Library Board; Debra Rosser-Hogben, Executive Director, Lancaster Public Library; Claudia Roun, Director, Moores Memorial Library; Joyce Sands, District Consultant; Kathleen Thren, Director, Adamstown Area Library; Frances Vita, Director, Quarryville Library; Patrick Walters, Director, Columbia 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 Rettew at 7:00 PM on Tuesday, February 19, 2008, at the Library System office. A quorum was present.

Introduction President Rettew introduced Dennis Stuckey, County Commissioner. Stuckey introduced himself and explained that he was the liaison between the County Commissioners office and the LSLC Board of Directors. Rettew asked if anyone had questions for Stuckey. Susan Hauer inquired if the County Commissioners would like the funding request information from LSLC for more than one year at a time. Stuckey confirmed that the County Commissioners would like a projection of LSLC funding requests because the County Commissioners are working on a 4- to 5-year strategic plan for the County as well.

General Comment None.

Secretary's Report
Minutes

Approval

Kay Rohrer, Secretary, referred to the minutes of the January 15, 2008, meeting, as included in the Board mailing. The minutes were approved as presented.

Treasurer's Report

Greg Diehl, Treasurer, referred to the December 2007 and January 2008 financial reports, as included in the Board mailing. There were no changes or questions. After discussion, the following motion was made.

Motion

On motion by Virginia McGrath, the System Board of Directors directed that the December 2007 and January 2008 Financial Reports be filed for audit. Motion carried unanimously.

President's Report

As part of his President's report, Bud Rettew explained that the Executive and Finance Work Session was a productive meeting with good open discussion among the Board Members present. He presented the idea of changing the format of the Board meetings to include six formal business meetings and six work session meetings during the calendar year. After some discussion among the Board members, the following motion was made. The Board also agreed to continue to conduct the Finance and Executive Work Sessions the week before the scheduled Board of Directors meeting.

Motion

It was moved by Virginia McGrath that the Library System Board of Directors conduct a work session Board of Directors meeting every other month. In months when only a Work Session meeting is held, minutes and finance reports from the previous month's Board meeting will be approved. Motion carried unanimously.

System
Administrator's
Report

In addition to her written report included in the Board mailing and sent electronically to the Library Board Presidents and the News mail list, Susan Hauer reported that there will be an additional 50,000 square feet of library space in the county in the near future, and, unfortunately, the funding is not keeping pace with the expansion. She is concerned with the Governor's proposed budget calling for a 2% increase (\$1.5 million) in library funding, which is not enough to run the formula. It would be better to see approximately \$6.0 million of additional library funding. She pointed out that if the state doesn't run their formula, new libraries such as Manheim Township Public Library will not receive any State Aid. Further, Hauer reported that if State Aid is increased, LSLC, the District and the member libraries will all receive additional funds. Finally, she urged Board members to contact their local congressmen to encourage them to ask for additional library funding.

District Library Report	In addition to her written report distributed to the Directors, Joyce Sands, District Consultant, noted that the district/member library negotiations had started. She explained that the changes to the District budget from the prior year were limited due to the small increase in funds this year. There were no questions.
Directors Council Report	In addition to his written report distributed to the Board, Patrick Walters, Directors Council Liaison, summarized the motions that appear on page four of the report. There were no questions.
Executive and Finance Work Session	Refer to the discussion above under President's Report.
Human Resources	No Report.
Legislative Council	No Report.
Bylaws	No Report.
Governance	Virginia McGrath stated that there was no report, but that the committee continues to meet and to generate new policies for consideration.
Other Business	
Update on System Membership Agreement Extension and Member Library Standards	<p>Susan Hauer distributed the notes from the Finance and Executive Work Session held on Tuesday, February 12, 2008. All member libraries, except one, have signed the System Membership Agreement Extension and Library Service Standards.</p> <p>Bud Rettew, President, summarized the work session that, of the LSLC Board members present, no one wanted to force the System, member libraries or their Boards of Directors into compliance with these agreements, but rather use them as a tool for cooperation among all parties. He further explained that, of the Board members present, they felt if a member library or Board of Directors did not comply with either of these two agreements that penalties should not be used. He presented the idea of incentives to encourage all parties to comply with the System Membership Agreement and Library Service Standards. Rettew stressed that he would like to see good communication between member libraries and the LSLC Board of Directors. He encouraged those in the audience to contact him directly if they had an issues or concerns.</p> <p>Several Board members commented on the work session and the two agreements.</p>

General Comment Greg Diehl, Treasurer, stated that Sager Swisher is conducting their year-end audit of LSLC, and they should be finished with their work by the end of February.

As a new Board member, Diane Jackson inquired about the process of getting on a committee.

Susan Hauer distributed thank you notes from the Manheim Township Public Library Board of Directors and John Bryer, Trustee of the Year.

Several library directors and Board members commented on the System Membership Agreement, the Library Service Standards and education for new Board members.

Katrina Anderson, Director, Manheim Township Public Library, distributed a survey to Board members. She is looking for their comments about libraries and their services, in an effort to gather information for the Township's new library facility.

Virginia McGrath inquired and set the next Governance meeting for 5:30 PM on Tuesday, March 18, 2008.

Adjournment

Motion It was moved by Virginia McGrath that the meeting be adjourned at 8:15 PM. Motion carried unanimously.

Respectfully submitted,

Jill D. Brewster
Financial Manager