

Library System of Lancaster County
Minutes of the Board of Directors Meeting
February 16, 2011

Attendance:

Board Members: Veronica Urdaneta, President; Terry Trego, Vice President; James Lombardo, Treasurer; Ethan Demme; Russell Miller. Absent: Mark Simms, Secretary; Terry Kauffman.

System Staff: William Hudson, Acting Administrator and Manager, Information Technology; Donna J. Westerhoff, Internal Operations Manager; James D. Showalter, Financial Manager.

Guests: Deborah Beisell, Executive Director, Elizabethtown Public Library; Dudley Feltham, Lititz Public Library Board; Kristin Fernitz, Director, Strasburg-Heisler Library; Lissa Holland, Manager, Lancaster Public Library West, Mountville Branch; Tom Knopp, Reporter, Lancaster Newspapers; Margaret Perella, Director, Pequea Valley Public Library; Debra Rosser-Hogben, Director, Milanof-Schock Library; Joyce Sands, Deputy Director, Lancaster Public Library; Penny Talbert, Executive Director, Ephrata Public Library; Kathy Thren, Director, Adamstown Area Library; Frances Vita, Director, Quarryville Library; Mike Wetherhold, President, Adamstown Area Library Board.

Call to Order The regular meeting of the Board of Directors of the Library System of Lancaster County was called to order by President Urdaneta at 6:06 PM on Wednesday, February 16, 2011, at the Library System office. A quorum was present.

Public Comment None.

Secretary's Report
Minutes Due to the absence of Secretary, Mark Simms, the minutes were not approved.

Treasurer's Report Jim Lombardo, Treasurer, referred to the January 2011 financial reports, as included in the Board mailing. He reported the following: 12/31/10 balance – \$1,602,648; January income – \$1,804,186; expenses – \$1,655,333; accrual adjustment – \$716,755, for a 1/31/11 balance of \$1,034,726. After discussion, the following motion was made.

Motion On motion by Terry Trego, the System Board of Directors directed that the January 2011 Financial Report be filed for audit. Motion carried unanimously.

Acting Administrator's Report	There were no questions concerning his written summary included in the Board mailing and sent electronically to Library Board Presidents and the Directors2 mail list.
Orientation	Hudson reported that, after a poll of Board members' general availability, there was no one time when all seven Board members were free. He will resend the survey with specific dates.
Board Development	Hudson suggested to the Board that they may like to hold a board development workshop after the Board orientation. After discussion, the following motion was made.
Motion	<p>On motion by Jim Lombardo, the Library System Board of Directors approved scheduling a board development workshop. Motion carried unanimously.</p> <p>Board members will consider possible board development topics.</p>
Directors' Council Report	Kristin Fernitz, Directors' Council Liaison, referred to the approved Directors' Council minutes for January 2011 included in the Board mailing and sent electronically to Library Board Presidents and the Directors2 mail list. There were no questions.
Committee Reports	President Urdaneta reported that the Finance Committee met for the first time prior to this meeting. Other committees have not yet formed.
President's Report	President Urdaneta reported that she met with the Library Directors before the start of the February Directors' Council meeting. She plans to attend the monthly meetings, and invited other Board members to accompany her or attend in her place, when needed. She met with E4 Exchange, and will report later in the meeting.
Meeting Locations	President Urdaneta reported that a suggestion was made when she met with the Directors' Council that the System Board meetings be held at libraries. She felt that was a good idea, especially during the new Board's first year. She will work with Lisa Greybill, Directors' Council chair, to develop a schedule.
Strategic Planning Update	President Urdaneta reported that E4 Exchange has contracted with a Philadelphia firm to conduct a stakeholder survey. One main focus will be customer services. Three meetings are scheduled during February and March between the System Board and E4 Exchange.

Lancaster Public
Library West,
Mountville Branch
Move to New
Location

Lissa Holland, Manager of the Mountville Branch and Stacey Youcis, Board President, Lancaster Public Library, conducted a PowerPoint presentation with pictures of the current branch library building the new space. It was reported that the library's service area includes Mountville and East Petersburg boroughs, and Manor and East and West Hempfield townships. They presented statistical information, such as circulation and number of cardholders. It was noted that the approximately 4,000 square foot new location is similar in size to the current facility, but is a more usable layout. After discussion and questions, the following motion was made.

Motion

On motion by Russ Miller, the Library System Board of Directors approved Lancaster Public Library's move and renovation plan for the Lancaster Public Library West, Mountville Branch. Motion carried unanimously.

Old Business

None.

Executive Session

Motion

On motion by Russ Miller, the Board adjourned to Executive Session at 6:45 PM for a personnel matter concerning an employee resignation. Motion carried unanimously.

The Board meeting reconvened at 7:18 PM.

To aid the Board's understanding of the System's financial reporting, Jim Showalter further explained the way finances are reported, and answered questions.

Adjournment

Motion

It was moved by Ethan Demme that the meeting be adjourned at 7:25 PM. Motion carried unanimously.

Respectfully submitted,

Donna J. Westerhoff
Recording Secretary