

Library System of Lancaster County
Minutes of the Board of Directors Meeting
March 16, 2010

Attendance:

Board Members: John Havrilla, President; Virginia McGrath, Vice President; Diane Hastings, Secretary; Sandy Dinoff, Treasurer; Dudley Feltham; Hugh MacMaster; Diane Rice; Kay Rohrer; Robert Sabatelli; Kevin Service.

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

Guests: Herb Landau, Director, Lancaster Public Library; Margaret Perella, Director, Pequea Valley Public Library; Joyce Sands, Deputy Director, Lancaster Public Library; Frances Vita, Director, Quarryville 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 Havrilla at 7:05 PM on Tuesday, March 16, 2010, at the Library System office. A quorum was present.

General Comment None.

Secretary's Report
Minutes

Approval

Diane Hastings, Secretary, referred to the minutes of the February 16, 2010, meeting, as included in the Board mailing. The minutes were approved as presented.

Treasurer's Report

Sandy Dinoff, Treasurer, referred to the February 2010 Year-to-Date financial report, as included in the Board mailing. She reported that the Finance Committee has reviewed the report and found everything in order. After discussion, the following motion was made.

Motion

On motion by Sandy Dinoff, the System Board of Directors directed that the February 2010 Year-to-Date Financial Report be filed for audit. Motion carried unanimously.

President's Report

President Havrilla reported that members of the Public Libraries' Task Force visited the System Board Work Session meeting on March 9 to get the System Board's input. Havrilla summarized three main points – the value of the System; how cost-effectively it operates; and a chart reflecting the cost per circulation, as compared to four surrounding counties – followed by questions from the Task Force, and a plea from the Board to maintain County funding. The Board presented some of its goals for 2010, including updating

its strategic plan and creating a Development Committee. After discussion, the members of the Task Force advised the System Board to put their plans on hold until the Task Force publishes its report in late June. There was consensus that the Internal Funding Formula Committee should move forward.

After discussion at the Board meeting, the Board asked Diane Rice, System Board and Task Force member, to get clarification from the Task Force about beginning the preliminary research for the Strategic Planning and Development committees. No action will be taken until the clarification is received. *{Recorder's update: When asked at its March 21 meeting the Task Force encouraged the preliminary work of the two committees, but cautioned the Board not to enter into any contracts or expend any funds until the Task Force completes its report.}*

Administrator's
Report

In addition to her written report included in the Board mailing, posted on Lilly and sent electronically to Library Board Presidents and the News mail list, Susan Hauer reported the following: 1) At the Board's request, they received a summary report, rather than the full departmental reports. There was further discussion about what should comprise the report to the Board. Library Directors had indicated they want the report to remain unchanged; System Board members would like a report highlighting a few important projects or news. For the System Board, Hauer will write her report to include highlights of System activities. 2) The DLC/System meeting will be held March 18 and 19 in Grantville. Included will be a discussion of LSTA funding. 3) Hauer reported that she is vice chair of APPLS (Association of Pennsylvania Public Library Systems). The chair has resigned. With the vote of the APPLS membership, Hauer will assume the duties of chair until June 2011. 4) For the 2011 state budget, the PaLA Legislative Committee is asking for \$3,000,000 for Library Access and an increase of 5%, to restore some of the funding that was cut to library services last year; 5) Hauer asked Bill Hudson to comment on the stimulus grant for digital literacy training for the public. Hudson reported that the second round requirements have changed. Because LSLC would need to provide \$80,000 up-front, it has been decided not to proceed with the second round of the grant process. 6) The new Moores Memorial Library opened today.

Directors' Council
Report

In addition to the approved Directors' Council minutes for February 2010 included in the Board mailing and sent electronically to Library Board Presidents and the Directors2 mail list, Margie Perella, Directors' Council Liaison, reported on the following: 1) The Directors' Council voted to increase fines beginning April 1. Fines will increase 10 ¢ per day for both Juvenile (to 20 ¢) and Adult (to 30¢); and 2) the District will seek Requests for Proposal for delivery of service. Currently, delivery is contracted with I.U.-13, but better rates are sought.

Committees

Finance/Internal Funding Formula Sandy Dinoff, Treasurer, reported that Ginny McGrath has agreed to co-chair the Internal Funding Formula Committee with her, and the initial meeting is scheduled for Monday, March 29, 4:00 PM, at the System office. Library Directors, Library Board Presidents and System Board members will receive a survey by email, asking each to choose and rank five items that they feel should be considered in developing a formula.

Lancaster County Public Libraries Task Force Diane Rice, Task Force member, reported the following: 1) The Task Force visited Berks County Library System on March 10; 2) the Task Force report writer will attend the March 17 Task Force meeting at 7:30 AM; and 3) as requested earlier in this meeting, Rice will get clarification about plans for the Strategic Planning and Development committees.

Other Business None.

3- Point Summary The Board decided on the following three points to include in the summary for reporting to their library boards:
1. The Internal Funding Formula Committee;
2. Until further notice, the Strategic Planning and Development committees are on hold until the release of the Task Force report in late June;
3. Library advocates in the County need to ask their legislators to restore funding for the POWER Library and 5% of the State Funding.

General Comment The Manheim Township Library building is moving faster than anticipated, and the opening date has been moved up to September 1. President Havrilla discussed a possible topic for the next Board Work Session. Ron Kratofil, who facilitated the recent Governance and Building Effective Boards Leadership Workshop, has agreed to attend a System Board meeting to discuss board governance versus operations. Kratofil will be invited to the April 13 Work Session, which will begin at 4:00 PM and may last until 7:00 PM.

Next Meetings The next Board Committee Work Session is scheduled for Tuesday, April 13, 2010, 4:00 PM. The next regular meeting is scheduled for Tuesday, April 20, 2010, 7:00 PM. Both will be held at the Library System office.

Adjournment

Motion It was moved by Diane Hastings that the meeting be adjourned at 7:59 PM. Motion carried unanimously.

Respectfully submitted,

Donna J. Westerhoff
Recording Secretary