

Library System of Lancaster County  
Minutes of the Board of Directors Meeting  
May 20, 2008

Attendance:

Board Members: Glenn Landis, Vice President; Kay Rohrer, Secretary; Greg Diehl, Treasurer; Larry Burkhart; John Havrilla; Diane Jackson; Virginia McGrath; Dale Reinecker, Robert Sabatelli; Kay Vandergrift.  
Prospective Board Member: BethAnn Zambella. Absent: Bud Rettew, President; Cheryl Deck.

System Staff: Susan L. Hauer, Administrator; Donna J. Westerhoff, Internal Operations Manager; Jill Brewster, Financial Manager.

Guests: Katrina Anderson, Director, Manheim Township Public Library; Deborah Beisell, Executive Director, Elizabethtown Public Library; Donna Brice, Director, ELANCO Library; Sandra Dinoff, Director, Strasburg-Heisler 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 Vice President Landis at 7:00 PM on Tuesday, May 20, 2008, at the Library System office. A quorum was present.

General Comment None.

Secretary's Report  
Minutes

**Approval**

In the absence of Kay Rohrer, Secretary, who joined the meeting after the Secretary's Report, Vice President Landis referred to the minutes of the March 18, 2008, meeting, as included in the Board mailing. The minutes were approved as presented.

Treasurer's Report

Greg Diehl, Treasurer, referred to the March and April 2008 financial reports, as included in the Board mailing. He reported that the Finance Committee has reviewed the report. He noted that there was an unexpected \$24,000 Federal Excise Tax charge to Comcast for installation of the Wide Area Network that was not included in the quote approved previously. Diehl further reported that the decline in interest rates earned by the Library System could result in a shortfall of \$46,000 for the year. After discussion, the following motion was made.

**Motion**

On motion by Diane Jackson, the System Board of Directors directed that the March and April 2008 Financial Reports be filed for audit. Motion carried unanimously.

New Board Appointee Vice President Landis reported that the Elizabethtown Library Board has appointed BethAnn Zambella as its candidate to serve on the System Board. He referred to her biographical information included in the Board mailing. She will fill the unexpired term of Sue Leggett, ending in January 2010. As per the Bylaws, this will count as her first term.

**Motion** On motion by Ginny McGrath, the Library System Board of Directors approved the appointment of BethAnn Zambella to the System Board, as nominated by the Elizabethtown Public Library Board, to fill an unexpired term, ending in January 2010. Motion carried unanimously.

Vice President Landis welcomed Zambella to the System Board and invited her to sit at the Board table. Her nomination will be forwarded to the County Commissioners for their approval.

President's Report Vice President Landis referred to the Board Work Sessions and asked that topics for meeting discussion be sent to President Rettew.

Administrator's Report In addition to her written report posted on Lilly and sent electronically, Susan Hauer reported the following: 1) The Legislative Breakfast was a huge success. She extended her appreciation to all who attended. 2) She attended the American Library Association Legislative Day in Washington, DC.

The Board members thanked the System staff and gave a round of applause for their efforts.

District Library Report In the absence of Joyce Sands, District Consultant, and Debra Rosser-Hogben, District Administrator, Landis referred to the District Report, included in the Board mailing and mailed electronically to library board presidents and the Directors 2 mail list. He asked that questions be directed to Sands.

Directors Council Report In the absence of Patrick Walters, Directors Council Liaison, Landis referred to the Directors Council Reports for April and May 2008, included in the Board mailing and mailed electronically to library board presidents and the Directors 2 mail list, and asked that questions be directed to Walters.

Committee Assignments Landis reported that Ginny McGrath has declined chairing the System Membership Agreement Committee. He noted that the meeting scheduled for June 5 has been postponed, and a rescheduled date has not been set. President Rettew will handle the details of the

System Membership Agreement Committee, and questions, comments, etc., should be sent to him.

Committees

Executive

Vice President Landis reported that the June meeting of the System Board will be a Board Work Session, followed by a regular meeting in July.

Finance

Greg Diehl, Treasurer, reported that Finance Committee matters were discussed previously.

Legislative  
Council

Susan Hauer reported that the Legislative Breakfast was discussed previously.

Governance

Ginny McGrath, Chair, referred to the drafts of ten policies developed by the Governance Committee, as distributed to the Board and discussed at the April Board Work Session. After discussion, the following motion was made.

**Motion**

On motion by Ginny McGrath, the Library System Board of Directors accepted the ten Library System Policies as presented. Motion carried unanimously.

Thanks were extended to McGrath, as Chair, and the Governance Committee for the work done on the policies.

Other Business

None.

General Comment

None.

Next Meetings

The next meeting of the Library System Board of Directors is a Board Work Session, scheduled for Tuesday, June 17, 2008, 7:00 PM, topic to be announced. The next regular meeting is scheduled for Tuesday, July 15, 7:00 PM.

Columbia Library was proposed as a possible topic for the June Work Session. Various areas of discussion were suggested.

A suggestion to hold the Board Work Sessions at member libraries was met with favorable responses, and several libraries volunteered to host future Work Sessions.

Adjournment

**Motion**

It was moved by Ginny McGrath that the meeting be adjourned at 7:35 PM. Motion carried unanimously.

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Respectfully submitted,

Donna J. Westerhoff  
Recording Secretary