



Library System of Lancaster County
Minutes of the Board of Directors Meeting
May 17, 2023
At Mountville Branch Library

Attendance:

Board Members: Dale Hamby, President; Matthew Eberts, Vice President; Rob Morgan, Treasurer; Alexandra Barbush, Secretary; Marianne Clay Strittmatter; Cody Diehl.
System Staff: Absent: Karla Trout, Executive Director, and Ray D'Agostino, Lancaster County Commissioner. Ed Miller, District Consultant and District Services Manager; Mark Sandblade, Manager, Information Technology; Brenda Emerich, Cataloging/Acquisitions Manager; Julie Zimmerman, Human Resources Generalist; Kerri Milliken, Training and Digital Resources Librarian; Sydney Dieffenbach, Administrative Assistant.
Guests: Lissa Holland, Lancaster Public Library; Josh Swartz, Vice President, LPL; Lisa Lane, Mountville Branch Library, Branch Supervisor.

Call to Order The regular meeting of the Board of Directors of the Library System of Lancaster County was called to order by President Hamby at 6:41 PM on Wednesday, May 17, 2023, via Mountville Branch Library. A quorum was present.

Mission Minute Lisa, the branch coordinator, began by talking about the library. The branch has two and a half employees. They are looking forward to having around sixty SRP programs this summer. Lisa organized the move in 2011 which was done all by volunteers. Lisa explained that as a branch, they have the same board as LPL as well as certain staff from LPL that help with their administrative needs.

Consent Agenda:

Secretary's Report Minutes of the April 2023 Regular Meeting. No changes were made.
President's Report No questions were raised.
Executive Director's Report Dale asked Mark about the IT installations at LPL. He stated that they have completed about ninety percent of the installation. Dale asked about upgrading the Wi-Fi which Mark stated has been slowed down due to the LPL move.

Motion to Approve Rob moved that the consent agenda be approved as presented. Cody seconded. The consent agenda was approved as presented.

Treasurer's Report Financial report for April 2023. Rob noted that the 2022 audit is being done by the same auditor as last year and that they have begun work. We got an EITC donation from S&T Bank. The district library budget is reaching the end of their fiscal year but is on track to be spent in full. Manheim Townships' audit has been received and state aid funding has been distributed. Rob moved to approve the report and Alexandra seconded. The report was approved.

LSLC/Lancaster District Comprehensive Plan and Service Area Study Alexandra has joined Karla and Dale to work on the service area study. Kim Zablud has met with staff leadership at LSLC. She met with the managers in a group setting as well as individually. She hopes to start meeting with the board members soon.

- Lancaster District Update
The delivery contract continues to be developed. Ed believes that the contract is pretty much in its final form. References have been reviewed, and insurance is currently being figured out. Training with the drivers will be the next step after the contract is signed; Ed hopes to start this soon.
- Ed talked about the new eResources brand, which will hopefully be ready for the new school year. Ed is also looking to update our website to help redirect traffic to the member library websites, so patrons will connect directly with their local library, rather than LSLC.
- Update on Lancaster Public Library Move
Lissa provided an update on the move. LPL planned for a twenty day move but got all their books moved in seven days. Lissa believes that they are in the final stage. Currently, the lights are causing issues. The Wi-Fi does not reach the outside terrace. Mark reiterated that the IT agreement between the system and the libraries is for inside the buildings. The system will not provide a Wi-Fi connection to outside locations. The ribbon cutting is Tuesday June 27th at 4:30. The soft opening date is anticipated to be Tuesday May 30th.
- Director's Council Report
Lissa gave three points from the Director's Council meeting:
1. There were two presentations at the meeting. Nicole Joniec from Hosting Solutions and Library Consulting (HSLC) presented on Scan PA program, and Isabel from YMCA of Lancaster County presented on the recently produced Equity Profile of Lancaster County.
 2. Discussed the implementation for the Summer Reading Program and GO Lancaster.
 3. Discussed ongoing eResource funding.
- The Board chose the following three points to include in the summary for reporting to the Directors' Council:
- 1) Two new board members
 - 2) Delivery contract imminent
 - 3) Still have one board opening, looking for someone outside the city.
- 3-Point Summary to Directors' Council
Josh thanked the board for coming out and letting him sit in on the meeting.
- Public Comment
Rob moved to adjourn the meeting. Cody seconded. The meeting was adjourned at 7:41 pm.
- Adjournment

Minutes and Financials are available at
<http://tinyurl.com/LSLCBoardDocs>

Next Meeting: Wednesday, June 21, 2023, 6:30 PM
at Adamstown Area Library, 110 W Main St, Adamstown, PA 19501

Respectfully submitted,

Transcribed by,

Alexandra Barbush,
Secretary

Sydney Dieffenbach
Administrative and Financial Assistant