



# LIBRARY SYSTEM OF Lancaster County

Library System of Lancaster County  
Minutes of the Board of Directors Meeting  
January 18, 2017

## Attendance:

**Board Members:** Russell Miller, Vice President; André Fouchet, Treasurer; Christina Diehl, Secretary; Brandon Danz; Rich Frerichs; Ken Kohlmaier; Dennis Stuckey, Lancaster County Commissioner.  
**Absent:** Diane Tannehill, President

**System Staff:** Bonnie Young, Executive Director; Mary Ann Heltshe-Steinhauer, Community Relations Manager; Brenda Emerich, CAS Manager; Smita Christian, Accounting Manager ; Amanda Hatcher, Administrative Assistant.

**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 Russell Miller at 6:32 PM on Wednesday, July 20, 2016, at the Library System office. A quorum was present.

## Secretary's Report Minutes **Approval**

Christina Diehl, Secretary, referred to the minutes of the December 14, 2016, Regular meeting as included in the Board mailing.

The minutes were approved as presented.

## Treasurer's Report

André Fouchet, Treasurer, stated that normally the board is not presented with year-end financial statements until February. The books for 2016 will be left open until nearly the end of January in order to "catch" every line item possible. The financial committee does not have final figures for 2016 but we should be close to budget; probably slightly over but close.

## Executive Director's Report

Bonnie Young referred to her report included in the Board mailing and asked for questions. Andre commented on the number of foundations and solicitations for funds that Bonnie has initiated. He wished that there was always this kind of drive for collecting money. It is an outstanding situation.

Andre then asked, "What is Wowbrary?" Bonnie explained that it is a feature that you can click on each library's website. It is a type of marketing feature that promotes the newest books and movies. Bonnie replied that in the beginning four libraries had subscriptions. Melissa Foltz at Manheim Community Library discovered that if all libraries had a subscription, we would be a consortium and all the libraries would save money. Andre asked what it cost. The cost is \$475/month for each library. Andre asked if it was worthwhile. Bonnie responded that yes, it is. Wowbrary connects people to the library in a way they're accustomed to – through their smart phones, etc. It shows patrons the very newest books and materials at their library.

In addition to her written report, Bonnie reported on her work-related goals for 2017. This month she had a meeting with the managers and asked them what their goals are. Here are her goals:

1. A good name. More than just an absence of a bad name, a positive name is always the number one goal.
2. A good relationship with the board.
3. A good relationship with the county. She enjoys a good relationship with Dennis Stuckey and would like to get to know the other commissioners also.
4. Raising money for the Bookmobile. The goal is \$165,000. We've raised \$30,000 in two month's time. Andre interjected to Dennis about the number of grants applied for. Andre hasn't seen anything like this in this 7 years on the board.
5. Culture – She wants the staff to work together well and they do! They are mission driven and productive (but we don't want the staff too stressed.)
6. Helping managers succeed with their goals.

Bonnie praised Brenda. CAS was once six months behind. Today they are totally caught up. Andre asked what the average time is between when a book arrives at the System and when it is on the shelf at the library. Brenda responded that the agreement is four weeks. Lately, our turn around time has been a week. Bonnie said that 50,000 items were processed this year. Not since 2011 have we done that many.

Bonnie referred to her handout. Today was a big day with the migration from Millennium to Sierra. Some libraries closed today. Stephanie is currently at the Lancaster Public Library testing things out. Mark and the IT team are still here testing. Andre asked why all 14 libraries didn't close. Mary Ann answered that some of them already had programs scheduled for today. The libraries that were open worked off line.

The handout listed some of the manager's goals. Bonnie stated that a lot of what we'll do this year has to do with IT. For example, - a webpage that has online resources must be revised. Children's resources must be separated from adults in a newly developed webpage. – We spend a lot on online data bases. We know the stats. We want to review them and ask the librarians if they want to keep them. – We will also be looking at policies this year as they may change with Sierra.

Bonnie wanted to let the Board know she wants to help everyone reach their goals. Dennis asked if we had to hire outside help with the migration. Bonnie replied no. IT is doing it all on their own.

Rich asked if we will need to raise all the money for the Bookmobile before it can be ordered. Andre stated that we will pay it off over a five year period and the first year's payment is \$50,000. Rich asked for a target date. Bonnie said she spoke with Dan Foltz about the lease agreement for the Bookmobile. Dan told Bonnie the process of leasing was taking longer because he was working with Bob Stall, who no longer works for the county. Bonnie said it would be best if we could have it by the summer time so that it is ready to go at the beginning of the school year. Andre asked if there was anything Dennis could do to expedite the process. Rich asked if there would be a gap in service. Bonnie said that there wouldn't be a gap. In fact, we're expanding our service. Russell asked what will we do with our current Bookmobile. Bonnie replied that the county owns it. Dennis said that it could be put on the online auction site. Christine asked if there was any trade-in value. Andre replied that that had been part of a previous discussion before we decided to go with the lease arrangement with the county.

Bonnie pointed out the Lancaster Newspaper "Trending" article about eBooks vs printed books. We serve people of both preferences, although printed books are more popular at this time.

Sunday Notes was the other article she shared with the Board. Make 717 co-founder was quoted. "They're about discovery. They're about learning. They're about educating yourself and the idea that there shouldn't be any limit to access to information." He was referring to libraries.

Staff Member of the  
Month

Bonnie called on Mary Ann Heltshe-Steinhauer to talk about One Book, One Community. Mary Ann introduced Rose Under Fire. This program will cover six counties. Shannon at WGAL is doing a PSA spot about the book and emphasizing libraries. We've ordered eBooks and audio versions. There are a number of programs surrounding this book in February. The author lives in Scotland but is from Mt. Gretna and is a fixed wing pilot. Mary Ann has formed a friendship with the author, Elizabeth Wein. Ms. Wein's grandmother participated in the Author Luncheons. Mary Ann gave a copy of the book to each of the board members and one for each of the county commissioners. Mary Ann shared fun facts about the book and its many references to Pennsylvania. We're excited about Elizabeth coming.

As part of her presentation, Mary Ann referred to February as library lovers month and book lovers month. Rich asked if we were doing anything special to commemorate this fact. Mary Ann replied that we're doing One Book and that she's open to other ideas. Bonnie praised Mary Ann for going to the libraries and leading many discussions and programs. Bonnie also commented that in April is National Library Week and we will be hosting the Annual Meeting program that features special volunteers and staff.

Bonnie informed the Board that she had been interviewed by Tom Knapp at LNP.

Directors Council  
Report

Melissa Foltz from Manheim Community library will be our new Director's Council Liaison. However, she was not able to be here tonight. Russell Miller read the following three points to the Board:

- Discussed Sierra Migration (happening today ☺ )
- Decided 2017 Meeting dates – 8:30 – 10 1<sup>st</sup> Friday
  - Sept 8 will be evaluated in August
  - February's may be moved due to training conflict – yet to be decided
- Discussed previous President's Circle meeting and encouraging our Board Presidents to attend

3-Point Summary to  
Directors'  
Council

The Board chose the following three points to include in the summary for reporting to the Directors' Council:

- 1) Nearly \$30,000 has been raised for the Bookmobile
- 2) The Executive Director's goals for 2017
- 3) Presented Rose Under Fire, the One Book selection for 2017

Public Comment

Mary Ann also wanted to inform the board that she will be taking the One Book into the local prison to discuss. Mary Ann works on her own in coordination with the teachers there. Ken asked what kind of response has she gotten. Mary Ann praised the inmates for their amazing insights and engagement in the conversations. Andre asked what the prisoners are reading. Mary Ann answered that not only do they read the current One Book but also ones from years past. It is an absolutely satisfying time. Wyman Fowler engages the students. Mary Ann will give him other materials and they will use them in pursuit of degrees and GEDs. Mary Ann reflected on the prisoners and hopes that when they are released they'll get a library card.

Adjournment  
**Motion**

It was moved by Andre that the meeting be adjourned at 7:07 PM. Motion carried unanimously.

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

Next Meeting: Wednesday, February 15, 2017 at the LSLC Office

Respectfully submitted,

Amanda Hatcher,  
Recording Secretary