

Library System of Lancaster County
 Minutes of the Regular Board of Directors Meeting
 December 20, 2017

Attendance:

Board Members:	<p>Diane Tannehill, President; Ken Kohlmaier, Treasurer; Christina Diehl, Secretary; Brandon Danz;</p> <p>Absent: André Fouchet, Vice President; Rich Frerichs; Jeanne Grimsley; Dennis Stuckey, Lancaster County Commissioner.</p>
System Staff:	Bonnie Young, Executive Director; Mark Sandblade, Manager, Information Technology; Brenda Emerich, Manager, Catalog and Acquisition Services; Johanne Shutter, Financial Manager; Amanda Hatcher, Administrative Assistant.
Guests:	none
Call to Order	President Tannehill called the regular meeting of the Board of Directors of the Library System of Lancaster County to order at 6:43 PM on Wednesday, December 20, 2017, at the Library System office. A quorum was present. The meeting began late due to signing papers to transfer money to BB&T bank because of insurance limits.
Secretary's Report	
Minutes	Christina Diehl, Secretary, referred to the minutes of the November 15, 2017 regular meeting as included in the Board mailing. There were no questions.
Motion	Christina moved and Brandon seconded to approve the minutes. The minutes were approved as presented.
Treasurer's Report	Ken Kohlmaier, Treasurer, referred to the November 2017 financial report, as included in the Board mailing. There are still significant items left on the budget. December is a month when many things are paid out. The final report shows restricted income.
Motion	Ken moved and Brandon seconded to approve the financial report. The report was approved as presented.
2018 Budget	Ken Kohlmaier presented a concise budget for 2018. Income from the state and county are unchanged. The changeable income will come from Bonnie for the bookmobile. Salary increases and needs of each department are staying within the frame work of our income. Johanna did a great job, working with Bonnie, to put this budget together.
Motion	Ken moved and Brandon seconded to approve the 2018 budget. The budget was approved as presented.

President's Report	Diane Tannehill stated that Bonnie is doing a fabulous job of raising money for the bookmobile. Brandon asked how the Extraordinary Give went. We raised over \$6000 during the Extraordinary Give. Bonnie called Willow Valley and they promised to give us \$5000. When that has been received, the total raised will be over \$136,000.
Strategic Plan	Diane Tannehill stated that she and Bonnie made some changes and added dates where appropriate. Brandon would urge the board to push the vote off until more than four board members can be here to discuss the Strategic Plan. Ken asked if there were any other changes. The only thing that changed were the target dates. Jeanne told Diane and Bonnie that she would approve the Plan. Rich did not comment via email. Andre is recovering from shoulder surgery. Brandon was concerned about who is absent. Dennis had been concerned about the timing regarding the director position. Christina will head the search for the new director, as she is the chair of the personnel committee. Diane would like to have everything in place for the new year. Christina asked if we could get votes by email. Diane said, No, we didn't change the bylaws. Brandon pointed out the importance of a multiyear strategic plan. Ken agreed but stated that next month there is no guarantee that there will be 100% attendance. Andre may not be back and the weather could be bad. Brandon wants to make sure we observe due diligence and every board member has an opportunity to voice their opinion. Diane decided to have Amanda send out a notice to vote via email. All votes need to be back by the end of the first week in January.
Update on the IU13 Request for Proposal	Mark Sandblade presented his update and the board went into executive session to deal with contract matters.
	The board came out of executive session.
Director's Council Report	Barbara Basile, Milanof-Schock Library Director was absent. the points from the Director's Council were: <ul style="list-style-type: none"> • Susan Tenant is vice chair • Columbia expansion/renovation • OverDrive update
3-Point Summary to Directors' Council	The Board chose the following three points to include in the summary for reporting to the Directors' Council: <ul style="list-style-type: none"> • an IU13 presentation by Mark and a committee was formed • 2018 budget approved • more discussion on the Strategic Plan
Public Comment	none
Adjournment	7:41 meeting adjourned

Respectfully submitted,

Amanda Hatcher,
Recording Secretary