



LIBRARY SYSTEM OF Lancaster County

Library System of Lancaster County
Minutes of the Board of Directors Meeting
May 15, 2019

Attendance:

Board Members: Christina Diehl, President; Dale Hamby, Vice President; Elizabeth A. Flaherty, Secretary; Rich Frerichs, Jeanne Grimsley, Dennis Stuckey, Lancaster County Commissioner.
Absent: Ken Kohlmaier, Treasurer; Shel Lundquist

System Staff: Karla Trout, Executive Director; Mark Sandblade, Manager, Information Technology; Amanda Hatcher, Administrative Assistant.

Guests: None

Call to Order The regular meeting of the Board of Directors of the Library System of Lancaster County was called to order by President Diehl at 6:30 PM on Wednesday, May 15, 2019, at the Library System office. A quorum was present.

**Secretary's Report
Minutes**

Christina Diehl (due to Elizabeth's absence in March) referred to the minutes of the March 20, 2019, Regular meeting as included in the Board mailing.

Motion Dale motioned that the minutes be approved as presented. Jeanne seconded. The minutes were approved as presented.

Elizabeth A. Flaherty, Secretary, referred to the minutes of the April 17, 2019, Annual meeting as included in the Board mailing.

Motion Elizabeth motioned that the minutes be approved as presented. Dennis seconded. The minutes were approved as presented.

Treasurer's Report No treasurer's report was given. Dale, referring to the May financial report included in the Board mailing, asked about the numbers concerning additional security and the BeReady Rover campaign. Karla informed him that we had to replace the security system. She will look into the BeReady Rover.

President's Report Christina Diehl applauded Karla and the staff on the Annual Meeting and how smoothly everything went. The awards part was great.

Dennis, commenting on Karla's remarks at the annual meeting, encouraged her that as she asks for funding in the future it is important to remember our economic impact.

Executive Director's Report Karla referred to her report. Dale asked about the voluntary correction program. Stephanie had found an issue with our 401K. She very meticulously created a plan (with an outside firm) that has allowed us to once again be in compliance. We received notice that we are now back in compliance. Elizabeth inquired if we incurred penalties. We don't think so.

Dale asked about IT help desk tickets. The numbers are an input/output tally as opposed to opened/closed.

Dale also asked about Comcast. Mark replied that we have one contract for all the libraries because we apply for E-rate. It is a 63-65% discount. Reimbursement for telephone services through E-rate has ended, but many more organizations now qualify for wiring and equipment reimbursement under the program.

Downtown LPL is very close to a deal with the parking authority to begin the new building project. It will be on Queen Street, across from Bins Park. The architect encouraged LPL to work with an architect even now so that LPL might have input on the construction of the shell. The shell of the building will be paid for by a developer from which they will lease. They will have a capital campaign for the interior.

Karla meets with Heather Sharpe bi-weekly to build relationship and collaboration between LSLC and the District Center. Heather announced at the district negotiation meeting that LPL is considering stepping away from being the district library. Discussion ensued as to what that might mean. Beginning with what "district library" means. Board members expressed their interest in the LSLC supporting LPL through the decision process.

During the district negotiations, it was agreed that due to budget constraints, the district will no longer fund the AtoZ database, which is the most heavily used of the online resources. In light of this, Karla and team are reviewing LSLC resources to decide if something can be dropped to allow for LSLC to pick up the funding of AtoZ. It is likely that Learning Express may need to be dropped to do so. However, it is an important workforce development resource.

Dale asked about cataloging numbers: is there a range? Yes! Linked items can be processed quickly. An original item (i.e. historical book or an item) takes much longer because they have to create a bib record. Rich encouraged us to look for a median. Averages hide a lot of information. A median communicates more.

Free comic book day went well – it was well received.

Karla showed the medal and guide for the Summer Fitness Quest. Libraries are providing an opportunity to exercise both body and mind! The target age for the summer fitness quest is 5-9.

Author luncheon tickets were slightly less this year but the libraries received about the same amount of money. The Council of Friends are working on separating themselves from the System and becoming their own legal entity. LSLC staff are assisting in the process.

Karla will be interviewed for "the Burg" magazine.

LSLC is switching from Murray to Ross insurance. Murray has been lacking in customer service and Ross is offering insurance on cyber and IT. We were able to add that coverage at a substantial level without adding cost. Some of our insurance plans will remain and some will change.

Karla gave a presentation on her tour to four libraries in Delaware, Maryland and Virginia. Karla, Mark, Jonathan Dunkle and Heather Sharp met with architects who had designed the libraries and spoke to the intricacies of that. Our Directors were able to see the infrastructure

