



LIBRARY SYSTEM OF Lancaster County

Library System of Lancaster County
Minutes of the Board of Directors Meeting
October 23, 2019

Attendance:

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

System Staff: Karla Trout, Executive Director; Mark Sandblade, Manager, Information Technology; Brenda Emerich, Cataloging/Acquisitions Manager; 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, October 23, 2019, at the Library System office. A quorum was present.

Secretary's Report Minutes Elizabeth A. Flaherty, Secretary, referred to the minutes of the September 18, 2019, Regular meeting as included in the Board mailing.

Motion Elizabeth motioned that the minutes be approved with editing notes deleted. Shel seconded. The minutes were approved.

President's Report Christina Diehl had no report.

Executive Director's Report Karla has just returned from two conferences: Pennsylvania Library Association in Erie, PA and Library Builders 101 in Columbus, OH. Karla will share a building maintenance schedule with the libraries as well as information learned about internal investigations surrounding harassment. She noted that she also attended sessions on board governance, rubber band resilience, outreach, equity and inclusion, and the Association of Pennsylvania Public Library Systems, along with speaking with vendors during the conference trade show.

Elizabeth inquired about the summer reading program. How does 63% compare with prior years? She enjoyed the comments from the children.

Dale asked for clarification of the New Home Use Program, Office 365 Apps. Karla clarified that it is a benefit available to employees of LSLC and member libraries. Anyone who has an email address across the libraries is eligible. Each employee can use Office 365 Apps for up to five computers/devices for home/personal use at no charge.

Dale also asked about the incentive catalog order for summer reading. Every year there is a different vendor because there is a nationwide theme. Libraries can order items like posters.

Clarification was requested regarding the Plans for Use of State Aid, specifically about libraries not meeting current state standards. Karla said that at least six libraries don't meet collections standards, hours standards and/or the standard for educational degrees. Due to increased funding there is a requirement for libraries to report on how they plan to come closer to meeting the standard with the increase in state funding for 2020. The collection requirement

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is a requirement for the system, not the individual libraries. We, as a system, contribute to meeting the standard through our database and ebook purchases. There could be consequences for not meeting the standards, but currently there is a blanket waiver because the funding is so far below the full funding level for the state aid program. The certification of the librarians is not part of that blanket. Libraries without directors meeting the certification requirements have to file an acceptable plan for them to earn the needed education to meet the standards.

Ed, Renee and Karla attended Office of Commonwealth Libraries semi-annual District and System Leadership meeting. The Office of Commonwealth Libraries wants input from the library community regarding an update to the regulations that support the Library Code. Ed and Karla have each joined a working group that will cover a section of the regulations. Ed has joined the Collections and Services group, while Karla has joined the Organizational Structure group. Lancaster County will also be represented on the Vision group by Lissa Holland, ED of the Lancaster Library District.

We are exploring changing over to Cloud library as our ebook platform. It would give us access to other items from across PA.

Jeanne asked for an update on LPL's building project. Karla responded that it has been delayed an additional two months. They are now anticipating the fall of 2021 for occupation. LPL will have to raise the money for the furnishing, fittings and equipment and plan to launch a major capital campaign.

Director's Council
Report

The following points are from the Director's Council meeting on October 4.

1. Switch to Cloud Library
2. Update Ingram billing – to let the libraries know that we are updating the billing process.
3. County Aid – the county coordination plan

3-Point Summary to
Directors' Council

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

- 1) Karla's trip - building maintenance schedule and harassment investigations.

Public Comment

None


Adjournment

Adjourned to executive session at 6:57 pm.

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

Next Meeting: Wednesday, November 20, 2019, 6:30 PM

Respectfully submitted,


Elizabeth A. Flaherty,
Secretary

Transcribed by

Amanda Hatcher, Administrative Assistant