



Library System of Lancaster County
Minutes of the Board of Directors Meeting
March 18, 2020

Attendance:

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

System Staff: Karla Trout, Executive Director; Mark Sandblade, Manager, Information Technology; Stephanie Zimmerman, Training and Development Manager; Ed Miller, Special Services Manager; Casey Leon-Durkee, Financial Coordinator; Amanda Hatcher, Administrative Assistant.

Guests: Trish Vandebosch, Moores Memorial Library

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 6:32 PM on Wednesday, November 20, 2020, via video link due to COVID-19. A quorum was present.

Secretary's Report
Minutes

Christina Diehl, President, referred to the minutes of the February 19, 2020, Regular meeting as included in the Board mailing.

Motion Shel motioned that the minutes be approved as presented. Ken seconded. The minutes were approved as presented.

Treasurer's Report Ken Kohlmaier, Treasurer, referred to the March financial report as included in the Board mailing. We are doing well. Dale asked about the balance in reserve. We have 1.2 & 1.4 million in reserve. We're in good shape. They are funds for a rainy day – it's pouring.

Motion Dale motioned that the report be approved as presented. Rich seconded. The report was approved as presented.

President's Report Christina Diehl – thank you to Karla for keeping us up to date and proactive.

Executive Director's Report We have an amazing team of people talking together figuring out ILS, due dates, etc. so that patrons can have online access while the books are waiting for them. We did have one illness scare at the office. That was the day that everyone was sent home. Thankfully it was not COVID 19.

Dale asked how we might be able to assist the schools. Karla said that many of our online resources are available to kids now. For example Brain Fuse. We are sharing over social media what is free and what has come available. Many companies had services that were behind a pay wall that they are making available. Elementary age kids have many resources. Ephrata has a live story time daily for third through fifth grade. ELANCO is doing a live stream story time. Meredith has been doing things for us and Renee is sharing all that is available. Many of the schools are approaching this as snow days. Shel inquired if libraries are reaching out to older students (middle, high school)? Karla said that we are posting on our Facebook page and social media. We will do some paid ads on Facebook. McMillian Publishing Company is dropping their eBook embargo. We are spending greater than \$5000 to purchase more eResources. If necessary we are exploring doing summer reading online. Rich stated that the school districts he is associated with are looking at this as if we are closed for the rest of the year. Comcast is offering a 60 day, free complementary internet. If we want to get the word out, we should let

the school superintendents know and they can share. Rich asked about getting an online library card. We are working on a process to allow people to get a library card online. It will be a temporary card. Yes, you need a library card to use the online resources because of licensure agreements. Ray asked for the information as well. He said that they can post it on the county web site.

COVID-19

Karla met with the Library Directors and inquired about their needs. The short term needs were hand sanitizer, Lysol, wipes. We attempted to get them however, before we were able to, we were closed. The bigger question is what they will need long term. Please consider what we can do to support them financially in the future. The economic impact will hit them hard. Many of them do not have a reserve. They are attempting to pay their employees. Karla is not asking for decisions today, but just to think about it.

Dale agreed. There is a roll for LSLC to lead the way and not wait for individual request. Consolidate where we can. We are the perfect point of contact. Even the district has been looking to us. If there is an “ask” to be made somewhere, we are the ones to do it. Dale stated that we may need to provide some guidance. Some libraries may ask their employees to apply for unemployment. Even we, as LSLC, may have similar decisions to make. Ken – it may be premature to reach out to the libraries and see what they may need in the next two or three months. We gather some data from the state reports but we will need to ask them. They will need to make a plan if it turns out to be longer than a few weeks. Jeanne asked if the State is providing any guidance. No, it is not at this time. There is a meeting in April where we may receive some guidance. They know that these will be hard times for the libraries. We have a stable income with a yearlong budget so we know we can pay our people but many of the libraries are not in that situation. Ray offered if there is something that the commissioners need to look at, please get it to him.

Executive Director
Evaluation and
2020 Goals

Shell motioned, Rich seconded to accept the Executive Director Evaluation and 2020 Goals. Rich was thankful that the number of goals was reduced. Karla stated that the initial document was a beginning of a discussion. It was the work of the team. It was for your information so that you could have an informed discussion. Thank you to the committee for the definition of these goals. Dale stated that we need to take the goals with a grain of salt due to COVID-19. Karla said that goals are like plans and sometimes they don't work out.

No discussion on the evaluation

Motion

Motion carried unanimously.

Director's Council
Report

Trish stated that there was not a Directors Council in March. She had nothing to report. She expressed her thankfulness for what the System has been doing.

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) 2020 goals of Executive Director
- 2) COVID 19
- 3) Commissioners have indicated that all request to them come through the system.

Public Comment

Rich inquired about next month's board meeting because several members are stepping off the board. He also inquired if replacements have been recruited. Karla said that we have not yet received request. The April meeting is a bit uncertain at this point. Ray offered to help and Dale has a candidate to put forward. Diversity would be a priority.

Adjournment

Jeanne motioned to adjourn. Shel seconded. The meeting was adjourned at 7:14.

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

Next Meeting: Tuesday, April 21, 2020, Noon

Respectfully submitted,

Christina Diehl,
President

Transcribed by
Amanda Hatcher,
Administrative Assistant