

Library System of Lancaster County  
Minutes of the Board of Directors Meeting  
January 11, 2001

Present: Pixie Berman, President; Nancy Frankhouser, Vice President; Richard Heilig, Secretary/Treasurer; Marian R. Gerhart, Terry W. Reber; Paul Thibault, Chairman, Lancaster County Commission; Mary Ellen Pellington, Executive Director; Donna J. Westerhoff, Administrative Assistant; Sue Young, Accountant; Mary Ann Heltshe, Community Relations Coordinator; William Hudson, Manager, Information Technology; Rhonda Kleiman, Business Information Coordinator; Jeannette Martin, Interim Manager, Technical Services; Katrina Anderson, Director, Quarryville Library; Sandy Dinoff, Director, Strasburg-Heisler Library; Nancy Dyrness, Board Member, Quarryville Library; Karen Hutchison, Director, ELANCO Library; Penelope Klein, Director, Adamstown Area Library; Virginia McGrath, President, Adamstown Area Library Board; Jennifer Raimo, Director, Ephrata Public Library; Claudia Roun, Director, Moores Memorial Library; Robert L. Spotts, Vice President, ELANCO Library; Jim Stetina, Executive Director, Lancaster Area Library; Bonnie Young, Acting Director, Lititz Public 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 Berman at 4:07 PM on Thursday, January 11, 2001, in the 5<sup>th</sup> Floor Conference Room of the Lancaster County Courthouse. A quorum was present.

Secretary's Report  
Minutes                         Richard Heilig referred to the minutes of the December 7, 2000, meeting, as included in the Board mailing. The minutes were approved as presented.  
**Approval**

Treasurer's Report           Richard Heilig reported that the Library System is operating within its budget. He commended Mary Ellen Pellington and Sue Young for the outstanding job they did on the financial report. After discussion, it was moved by Richard Heilig and seconded by Nancy Frankhouser to accept the financial report as presented.  
**Approval**

The agenda item concerning account signatures was deferred to next month's meeting.

President's Report            President Berman reported on the following: she expressed appreciation to Rep. Barley, Commissioners Thibault, Ford, and Shaub, and County Administrator Kirchner for all the time and effort they expended on the Governor's Advisory Council and District Library Center negotiations; she reported that she attended the GAC meeting in Harrisburg on December 12, 2000; she asked everyone's cooperation to make the new structure successful; she reported that a System Strategic Plan Review Committee is being appointed with System Board members Marian Gerhart and Nancy Frankhouser, and representatives from member library boards and directors; Kevin Ruth has agreed to serve as System Board representative to the Advisory Council; Richard Heilig, Terry Reber and Pixie Berman will continue to serve on the Finance Committee; Bob

Bowman has agreed to serve in a consulting capacity to the Finance Committee to look at Foundation possibilities; due to Mission Go, 2,271 first graders are library cardholders in Lancaster County; she expressed thanks to everyone who supported the Mitten Tree project, which collected 1,554 items to be distributed through the Lancaster County Children and Youth Agency.

Executive Director's Report	In addition to her written report included in the Board mailing, Mary Ellen Pellington introduced Jeannette Martin, Interim Manager, Collection Development and Technical Services.
Audio Book Rotation Collection	Ms. Pellington reported that \$10,000 is included in the System budget for the Audio Book Rotating Collection. There was discussion concerning the Library System Board of Directors assuming the collection and responsibility for the service.
<b>Motion</b>	On motion by Richard Heilig and second by Terry Reber, the System Board of Directors approved that the Library System of Lancaster County Board of Directors assume the Audio Book Collection and Rotation service responsibility. Motion carried 5-0.
State Tuition Reimbursement	Ms. Pellington reported that a number of library and System personnel have submitted applications to the System office for State Tuition Reimbursement. After discussion, the following motion was made.
<b>Motion</b>	On motion by Nancy Frankhouser and second by Marian Gerhart, the System Board of Directors approved the following applications for Tuition Reimbursement for MLS course work from the Commonwealth Libraries: Linda Kean, Director, Milanof-Schock Library; Bonnie Young, Acting Director, Lititz Public Library; Mary Ann Stanley, Children's Librarian, Elizabethtown Public Library; Jessica White, Library Assistant, Strasburg-Heisler Library; and Mary Ann Heltshe, Community Relations Coordinator, Library System of Lancaster County. Motion carried 5-0.
	There was further discussion regarding two candidates from Pequea Valley Public Library who have not yet turned their applications into the System office. After discussion, the following motion was made.
<b>Motion</b>	On motion by Marian Gerhart and second by Terry Reber, the System Board of Directors passed a provisional approval of two applicants from the Pequea Valley Public Library, assuming that Mary Ellen Pellington determines that applications meet criteria. Motion carried 5-0.
Steinman Foundation Grant	Through an email poll, the Board was in agreement to submit a grant to the James Hale Steinman Foundation in support of the 1 <sup>st</sup> Annual Author Luncheon. Due to timing constraints, Mary Ellen Pellington had to meet with Mr. Willis Shenk from the Foundation before this meeting. She requested formal approval from the Board.

- Motion** On motion by Nancy Frankhouser and second by Terry Reber, the System Board of Directors approved submission of a grant request in conjunction with the Council of Lancaster County Friends of Public Libraries, in the amount of \$6,000 to the James Hale Steinman Foundation for the Council of Friends Author Luncheon to be held April 5, 2001, with Ursula Hegi as the guest author. Motion carried 5-0.
- Year 2001 Budget Richard Heilig asked Mary Ellen Pellington to present the 2001 Library System budget. Mary Ellen Pellington reviewed amounts in various line items, including online databases, the proposed Senior Summer Program, Dial-A-Story, automation system, and Collection Development and Technical Services cataloging and processing outsourcing possibility. Ms. Pellington referred to and reviewed the 2001 State Aid Disbursement. After discussion, the following motion was made.
- Motion** On motion by Terry Reber and second by Marian Gerhart, the System Board of Directors approved the Library System of Lancaster County 2001 Budget. Motion carried 5-0.
- Public Comment Karen Hutchison, Director, ELANCO Library, invited all to attend the auction/dinner on January 29, 2001, to benefit the library. Jennifer Raimo, Director, Ephrata Public Library, thanked the Board for using the 2000 salary savings to purchase books for the libraries; she expressed her support of the outsourcing; and she asked for assurance that CRL budgeted funds will be used for the Central Resource Library. Jim Stetina, Executive Director, LAL, reported that it is his goal also to show where CRL funds are being used. Katrina Anderson, Director, Quarryville Library, that the Quarryville Kiwanis will honor Nancy Dyrness for her service to the community.
- Next Meeting The next meeting is scheduled for Thursday, February 15, 2001, 4:00 PM, 6<sup>th</sup> Floor Conference Room, Lancaster County Courthouse.
- Executive Session  
**Motion** It was moved by Terry Reber and seconded by Nancy Frankhouser to adjourn to Executive Session at 4:45 PM for Personnel issues. Motion carried 5-0.

djw

APPROVED  
as amended  
February 15, 2001

Pixie Berman, President

Richard Heilig, Secretary