

Library System of Lancaster County
Minutes of the Board of Directors Meeting
June 14, 2001

Present: Pixie Berman, President; Nancy Frankhouser, Vice President; Richard Heilig, Secretary/Treasurer; Nancy Dyrness; Terry W. Reber; Mary Ellen Pellington, Executive Director; Shannon Berg, Accountant; Joseph McIlhenney, Manager, Operations and Consulting Services; Donna J. Westerhoff, Administrative Assistant; Renee M. Christiansen, Youth Services Coordinator; 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; Penelope Klein, Director, Adamstown Area Library; Glenn Landis, President, Lititz Public Library Board; Wayne Murphy, Board Member, Lancaster Area Library; Jennifer Raimo, Director, Ephrata Public Library; Bonnie Young, Acting Director, Lititz Public Library. Terry L. Kauffman, Board Member, joined the meeting after the Secretary's and Treasurer's Reports.

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 4:04 PM on Thursday, June 14, 2001, in the 5th Floor Conference Room of the Lancaster County Courthouse. A quorum was present.

Ms. Berman announced that Kevin Ruth has accepted a position out-of-state and has resigned, with regret, from the Board of Directors of the Library System of Lancaster County. She read the certificate of appreciation that will be presented to Mr. Ruth: "In recognition of outstanding voluntary service as a member of the Board of Directors..."

Ms. Berman then introduced and welcomed Nancy Dyrness, who has been appointed by the Lancaster County Board of Commissioners to fill Mr. Ruth's unexpired term, ending December 31, 2003. Ms. Dyrness retired after teaching first grade in the Solanco School District for 30 years. She served for six years on the Board of the Quarryville Library, three as president, and has served as chair of the System/District Advisory Council.

Secretary's Report
Minutes Richard Heilig referred to the minutes of the April 12, 2001, meeting, as included in the Board mailing. The minutes were approved as presented.
Approval

Treasurer's Report Richard Heilig reported that the Board has both the April 2001 and May 2001 financial reports for review, since there was no Board meeting held in May. The Library System is within expected expenditures. He reported that the salary line is under budget due to staff vacancies. After discussion, the following motion was made.

Motion On motion by Richard Heilig and second by Terry Reber, the System Board of Directors approved the Treasurer's Report as presented. Motion carried 5-0.

President's Report President Berman reported on the following: The BIG (Biz Info to Grow) Kick-off breakfasts were held at five of the six participating libraries; the Bank of Lancaster County has given \$2,000 in support of the Summer Reading Program; the Library System has received a \$46,000 CAPE (Community of Agile Partners in Education) grant in partnership with Millersville University, Lancaster County Historical Society and Bethel A.M.E. Church. The grant includes an online 18th and 19th century African-American newspapers and teleconferencing equipment. She congratulated Mary Ellen Pellington and all staff involved in this project.

Executive Director's Report Mary Ellen Pellington introduced Joseph McIlhenney, Manager, Operations and Consulting Services, who joined the Library System on June 4, 2001. Mr. McIlhenney will also serve as the District Consultant.

In addition to her written report included in the Board mailing, Mary Ellen Pellington reported on the following: Mary Ann Heltshe and Renee Christiansen presented the Summer Reading Program commercial that will be shown as a PSA on local television stations; the County Basic Aid has been distributed to libraries earlier than normal and is based on the 1999 Local Financial Effort; a spreadsheet reflecting municipal appropriations for 1999 with 1990 and 2000 census figures was distributed; the 2000 annual reports, as submitted, revealed a decrease in Local Financial Effort that will negatively impact the amount of State Aid received. Staff is reviewing annual report figures and will contact member libraries whose Local Financial Effort decreased in the year 2000. They will need to increase Local Financial Effort in year 2001. The Agreement for Provision of District Library Services Funded through District Library Aid was approved by all parties on May 2, and by Commonwealth Libraries, as per correspondence from Gary D. Wolfe, Deputy Secretary of Education and Commissioner for Libraries, dated June 4, 2001. As stated in the agreement, the District/System expects to receive \$489,484 in District Aid, reflecting \$1.04 per capita, based on the 2000 county census figure of 470,658.

Public Comment Penelope Klein asked when the district services will begin, to which the reply was that the contract was effective July 1, 2001. Bonnie Young stated that she is anxious to have Proquest available for use. She reported that Lititz Library's online book chats are going well. Jennifer Raimo and Glenn Landis questioned the local financial effort decrease and what it will mean to Lancaster County libraries. Terry Reber asked about the timeline the new automation system, and was told that the Request for Proposal will be sent to vendors on June 18, with responses due back in one month.

Next Meeting The next meeting is scheduled for Thursday, July 12, 2001, 4:00 PM, 5th Floor Conference Room, Lancaster County Courthouse. Due to summer vacation plans, Ms. Berman asked Donna Westerhoff to poll the Board via email to determine Board members plans regarding attendance at the July meeting. The July meeting could be cancelled, depending on the outcome of the poll.

Executive Session

Motion It was moved by Nancy Frankhouser and seconded by Nancy Dyrness to adjourn to Executive Session at 4:41 PM for personnel and contract issues. Motion carried 6-0.

Motion It was moved by Terry Reber and seconded by Terry Kauffman to end Executive Session at 5:50 PM. Motion carried 6-0.

The Board meeting reconvened.

Motion It was moved by Terry Reber and seconded by Richard Heilig to adopt personnel recommendations as filed. Motion carried 6-0.

Motion It was moved by Nancy Frankhouser and seconded by Terry Kauffman to require an immediate independent accounting audit of the Lancaster Area Library and offer to pay to insure the interests of the Library System of Lancaster County. The public trust requires that we do no less. Motion carried 6-0.

Motion It was moved by Nancy Dyrness and seconded by Terry Reber to authorize Mary Ellen Pellington to contact legal counsel to identify the legal and financial responsibilities of the Library System of Lancaster County with regards to the aforementioned matter. Motion carried 6-0.

Adjournment

Motion It was moved by Richard Heilig and seconded by Terry Kauffman that the meeting be adjourned at 5:55 PM. Motion carried 6-0.

APPROVED
as presented
July 12, 2001

Pixie Berman, President
Richard Heilig, Secretary