

Library System of Lancaster County
Minutes of the Board of Directors Meeting
May 15, 2007

Attendance:

Board Members: Greg Diehl, President; Dale Reinecker, Secretary/Treasurer; Larry Burkhart; Pat Ditzler; Martin Hudacs; Glenn Landis; Sue Leggett; Virginia McGrath; Kay Rohrer; Fay Snyder. Prospective Board Member: Robert Sabatelli. Absent: Bud Rettew, Vice President; Cheryl Deck.

System Staff: Susan L. Hauer, Administrator; William Hudson, Deputy Administrator and Manager, Information Technology; Donna J. Westerhoff, Internal Operations Manager; Sue Young, Financial Coordinator; Renee M. Christiansen, Youth Services Coordinator; Lee Krieger, Manager, Collection Development and Technical Services.

Guests: Katrina Anderson, Director, Quarryville Library; Barbara Basile, Director, Manheim Community Library; Deborah Beisell, Executive Director, Elizabethtown Public Library; Sandra Dinoff, Director, Strasburg-Heisler Library; Jennifer Raimo, Director, Ephrata Public Library; Joyce Sands, District Consultant; Robert Spotts, President, ELANCO Library Board.

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 7:06 PM on Tuesday, May 15, 2007, at the Library System office. A quorum was present.

General Comment None.

Secretary's Report
Minutes

Approval

Dale Reinecker, Secretary/Treasurer, referred to the minutes of the April 17, 2007, meeting, as included in the Board mailing. On Page 2, Paragraph 2, "Granite Run" should be changed to "Overlook Campus" as the location for the future site of the Manheim Township Public Library. The minutes were approved as amended.

Treasurer's Report

Dale Reinecker referred to the April 2007 financial reports, as included in the Board mailing, and reported a Beginning Balance of \$1,420,268.70, and an Ending Balance of \$1,833,831.08. He noted that the Finance Committee has reviewed the report, and there are no unexpected variances. After discussion, the following motion was made.

- Motion** On motion by Dale Reinecker, the Library System Board of Directors directed that the April 2007 Financial Report be filed for audit. Motion carried unanimously.
- Approval of New Board Member President Diehl reported that because Manheim Township Public Library is an independent library and member of the System, it is entitled to appoint a representative to the System Board. The library has nominated Robert Sabatelli as its representative, and his biographical information was included in the Board mailing. After discussion, the following motion was made.
- Motion** It was moved by Glenn Landis that the Library System Board of Directors approve the nomination of Robert Sabatelli, appointed by the Manheim Township Public Library, to the System Board. Motion carried unanimously.
- Administrator's Report In addition to her written report included in the Board mailing and sent electronically to Library Board Presidents and the News mail list, Susan Hauer reported the following: 1) Three articles about Library System of Lancaster County programs appear in the Spring 2007 issue of *The Future of Pennsylvania, Essays on the Role of Libraries in Education*, a publication by Dennis M. O'Brien, Speaker of the Pennsylvania House of Representatives; 2) Sue Young, Financial Coordinator, has resigned her position due to family obligations, effective June 15.
- Renee Christiansen, Youth Services Coordinator, reported on a recent Lego competition, in which 171 youth participated at 10 libraries. She gave an update on the launch of the Watch and Clock Museum Pass program.
- District Library Report In addition to her written report included in the Board mailing, Joyce Sands, District Consultant, reported on the following: 1) the District negotiations were completed today. Signature pages will be sent to each library for approval, after which the District agreement will be sent to Commonwealth Libraries. 2) At the request of Board members who were disappointed that they were not allowed to attend the meeting, Sands reported on a meeting with Jim Hollinger, Commonwealth Libraries. The history of the Himmel and Wilson study and the breakdown of the budget were discussed.
- Susan Hauer noted that the Keystone Grant applications are due June 29, 2007. The Board will be asked to approve three new applications at its next Board meeting: Manheim Township, Moores and Quarryville.

Directors Council Report Jennifer Raimo, Directors Council Liaison, reported that the Directors' Council will change the procedure for distributing notes from their meetings. The notes will be sent after Directors' Council approval.

Standing Committees

Executive President Diehl reported that the Executive and Finance Committee meetings were combined into one meeting. He noted that he would like the Executive Committee to review the committee process.

Finance No report.

Human Resources In the absence of Bud Rettew, Chair, there was no report.

Legislative Council Fay Snyder, Chair, reported that the Council has not met. She thanked Susan Hauer for forwarding legislative information from PaLA.

Active Ad Hoc Committees

System Membership Agreement Fay Snyder, Chair, reported that, in addition to items removed previously, references to grants have been removed from the agreement. There was a question as to whether the deleted items will be reconsidered in the future, and the answer was yes. The agreement, personalized for each library, will be sent electronically to each Library Director and Board President.

Motion On motion by Fay Snyder, the Library System Board of Directors approved submitting the 2007 System Membership Agreement to member library boards for approval. Motion carried unanimously.

Bylaws President Diehl reported that the Committee has not met recently. He noted that an updated copy of the Bylaws, revised April 17, 2007, was included in the Board mailing, to replace the older version in the Board manual.

Funding Task Force Sue Leggett, Chair, referred to Joyce Sands, Convener of the Standards subcommittee, who reported that the subcommittee has been meeting monthly. The other subcommittees have not been meeting. Libraries reported on their visits to legislators.

Governance Ginny McGrath, Chair, reported that the Committee met just prior to the Board meeting, and will meet monthly. She noted the policies developed will be broad, end-point policies, and will not be operational focus on *System operational issues*. {Approved with amendments (in italics) at June 19, 2007, Board meeting.}

Unfinished Business None.

Board of Directors
May 15, 2007
Page 4

New Business

Board
Membership

President Diehl reported that Columbia Library has appointed Bob McCarthy to fill the unexpired term of Rose Eckman. He noted that McCarthy was serving his second term when he resigned in October 2005, and has been off the Board for approximately a year and a half. The Bylaws state that *A Director shall serve no more than two consecutive three-year terms. After a three-year hiatus, the Director may again be appointed to the System Board.* Diehl asked the Board's opinion on the interpretation. There was consensus that McCarthy did not serve two full terms, therefore should be eligible to serve again. After discussion, the following motion was made.

Motion

It was moved by Glenn Landis to approve the appointment of Bob McCarthy to fill the unexpired term of Rose Eckman, ending in January 2008.

**Motion
Withdrawn**

After discussion, Landis withdrew the motion to allow Board members to review McCarthy's biographical information, which will be included in the June Board mailing.

Board Mailing
Format

There was discussion about whether the Board mailing should be in electronic format, or hard copy mailed via US Mail. There was consensus to continue with the hard copy format.

General Comment

An audience member noted that there are money savings with sending the Board mailing electronically; and a problem with the committee process is that it allows one voice to shoot down the work of a committee. There was a question regarding whether the System has an investment policy. Sue Young, Financial Coordinator, reported that she and Susan Hauer review investments periodically to find the best return, but there is not a formal written policy. One will be written and given to the Finance Committee for review.

Next Meeting

The next meeting is scheduled for Tuesday, June 19, 2007, 7:00 PM, Library System office.

Adjournment

Motion

It was moved by Ginny McGrath that the meeting be adjourned. Motion carried unanimously.

Respectfully submitted,

Donna J. Westerhoff
Recording Secretary