

Library System of Lancaster County
Minutes of the Board of Directors Meeting
September 12, 2001

Present: Pixie Berman, President; Nancy Frankhouser, Vice President; Richard Heilig, Secretary/Treasurer; Nancy Dyrness; Marian R. Gerhart; Terry L. Kauffman; Terry W. Reber; Paul Thibault, Chairman, Lancaster County Commission; 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; Scott Meldrum, Training Coordinator; Katrina Anderson, Director, Quarryville Library; Barbara Grater, Board Member, Ephrata Public Library; Karen Hutchison, Director, ELANCO Library; Glenn Landis, President, Lititz Public Library Board; Wayne Murphy, Board Member, Lancaster Area Library; Gil Sager, President, Ephrata Public Library Board; Robert Spotts, Vice President, ELANCO Library Board; Bonnie Young, Acting Director, Lititz Public Library; John Murr, Accountant, Sager Swisher and Company.

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 4:02 PM on Wednesday, September 12, 2001, in the 5th Floor Conference Room of the Lancaster County Courthouse. A quorum was present.

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

Treasurer's Report Richard Heilig reported that the July Financial Reports are in line with what is expected for this time of year. After discussion, the following motion was made.

Motion On motion by Richard Heilig and second by Nancy Frankhouser, the System Board of Directors approved the Financial Report as presented. Motion carried 7-0.

John Murr, Accountant, Sager Swisher and Company, reviewed the Library System audit for the year ended December 31, 2000. He referred to Page 1, Independent Auditor's Report, and reported a clean opinion on the Library System financial statements. He then reviewed the audit, page by page, and reported that the Library System financial statements are within generally accepted accounting principals.

Motion On motion by Richard Heilig and second by Terry Kauffman, the System Board of Directors accepted Sager Swisher and Company audit of the Library System of Lancaster County for the period ended December 31, 2000. Motion carried 7-0.

Terry Kauffman commended Richard Heilig for his time and effort as Treasurer and for his outstanding contribution to the Library System.

President's Report	President Berman reported on the following: Nancy Dyrness has agreed to chair the Nominating Committee; Terry Reber and Pixie Berman have been working on relocation of System operations; the report from Commonwealth Libraries expert visits has been received and will be distributed to System Board members; she commended the System staff on the impressive Year 2002 Lancaster County Funding Request.
Executive Director's Report	In addition to her written report included in the Board mailing, Mary Ellen Pellington reported on the following: she introduced Scott Meldrum, Training Coordinator, who began employment with the Library System on July 30; Roseanne Perkins will begin as Library Director at the Adamstown Library on September 17 and Melanie Muller will begin as Library Director at the Elizabethtown Library on September 26; the Integrated Library System (ILS) study and review are complete, and three (3) companies will be making site visits in late September and early October; the "Story Connection" is operational and receiving callers; the Library System will host a Board Development Day on November 3, with Soni Dimond presenting a workshop entitled "Creating Goodwill Equity." Ms. Pellington thanked library board members Bonnie Grater (Ephrata) Glenn Landis (Lititz) and Wayne Murphy (LAL) for participating in the planning stages of the workshop. The <i>Arthur</i> Exhibit will be presented at the Lancaster Museum of Art beginning September 23; and the LSTA Assistive Technology Grant of \$4,805 has been used to purchase listening devices for LAL (Duke St.), Lititz and Quarryville. Joseph McIlhenney demonstrated the devices.
Year 2002 Lancaster County Funding Request	<p>Mary Ellen Pellington reviewed in detail the Year 2002 Request, including charts and comparisons. There was discussion among Board and audience members concerning use of a similar document in municipal presentations. Ms. Pellington reported that the Library System will provide a copy of the Year 2002 Funding Request to each member library board member and library director.</p> <p>Richard Heilig commended Ms. Pellington and System staff on the breadth of this comprehensive document.</p>
Motion	On motion by Terry R and second by Marian Gerhart, the System Board of Directors approved the Year 2002 Lancaster County Funding Request, as submitted. Motion carried 7-0.
Public Comment	Katrina Anderson reported on the packet that the Quarryville Library developed for municipal presentations. Pixie Berman referred to a brochure from the Pennsylvania Citizens for Better Libraries (PCBL), which contained details of an upcoming seminar, "Fundamentals of Fundraising," to be held October 6. She encouraged all library board members and directors to attend. Mary Ellen Pellington reported that Jennifer Raimo has been doing presentations at various member library board meetings throughout the System about fundraising procedures and software. Terry Kauffman discussed the possibility of "creative partnering" with other local agencies. Marian Gerhart noted that private

foundations, including family foundations, should not be overlooked as libraries search for alternative funds.

Next Meeting The next meeting is scheduled for Thursday, October 11, 2001, 4:00 PM, 5th Floor Conference Room, Lancaster County Courthouse.

Executive Session

Motion It was moved by Richard Heilig and seconded by Terry Reber to adjourn to Executive Session at 5:05 PM for contract issues. Motion carried 7-0.

Motion It was moved by Terry Reber and seconded by Richard Heilig to end Executive Session at 5:30 PM. Motion carried 7-0.

The Board meeting reconvened.

Motion It was moved by Terry Kauffman and seconded by Nancy Frankhouser to approve the Agreement Between the Library System of Lancaster County and the Lancaster Area Library, pending legal review. Motion carried 7-0.

Adjournment

Motion It was moved by Terry Reber and seconded by Nancy Dyrness that the meeting be adjourned at 5:32 PM. Motion carried 7-0.

APPROVED
as presented
October 11, 2001

Pixie Berman, President
Richard Heilig, Secretary