



Library System of Lancaster County

Library System of Lancaster County
Minutes of the Board of Directors Meeting
April 18, 2012

Attendance:

Board Members: Terry Trego, President; Mark Simms, Secretary; André Fouchet, Treasurer; Russell Miller. Absent: Veronica Urdaneta, Vice President; Brandon Danz; Terry Kauffman; Andrea McCue, Lancaster County Commissioners' Representative.

System Staff: Donna J. Westerhoff, Internal Operations Manager; Mark Sandblade, Systems Administrator & Assistant Manager, Information Technology; Stephanie Zimmerman, Training and Development Coordinator.

Guests: Dudley Feltham, President, Lititz Public Library Board; Lisa High, Assistant Director, Pequea Valley Public Library; Tom Knapp, Journalist, Lancaster Newspapers; Herb Landau, Executive Director, Lancaster Public Library; Debra Rosser-Hogben, Director, Milanof-Schock Library; Todd Smith, President, Lancaster Public 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 Trego at 6:05 PM on Wednesday, April 18, 2012, at the Pequea Valley Public Library. A quorum was present.

Public Comment None.

Secretary's Report
Minutes
Approval Mark Simms, Secretary, referred to the minutes of the March 21, 2012, meeting, as included in the Board mailing. The minutes were approved as presented.

Treasurer's Report André Fouchet, Treasurer, referred to the March 2012 financial report, emailed to the Board. He reported that the System is down on budget \$29,000 at this time, and that a \$38,000 Comcast e-rate payment is expected. After discussion, the following motion was made.

Motion On motion by André Fouchet, the System Board of Directors directed that the March 2012 Financial Report be filed for audit. Motion carried unanimously.

President's Report President Trego reported on the following: 1) the positive press coverage of the Bookmobile on National Bookmobile Day. 2) The LSLC Visioning Project Summit, scheduled for Tuesday, July 17th, 9:30 am – 3:00 pm, location to be determined. At the Summit Meeting the Ivy Group consultants

will share the results of their community data collection, benchmarks, and research information that will prepare us to move forward with the strategic plan. Library directors and trustees will be represented at this meeting. 3) He invited Herb Landau, Executive Director of Lancaster Public Library, to report to the Board the library's intent to apply for a Keystone Grant. Landau reported that, if invited to submit a grant application, the library will apply for \$500,000 in matching Keystone funds to update the library's 57-year old heating, ventilation and air conditioning system.

After discussion, the following motion was made.

Motion

On motion by André Fouchet the Library System Board of Directors approved Lancaster Public Library's submission of a Letter of Intent to Commonwealth Libraries, for a Keystone Grant to update the library's heating, ventilation and air conditioning system. Motion carried unanimously.

Administrator's
Report

In the absence of Bill Hudson, there was no Administrator's Report.

Directors' Council
Report

In the absence of Donna Brice, Directors' Council Liaison, Herb Landau reported on the following: 1) He asked the status of the funding formula. Russ Miller reported that there is no change since the last meeting. A letter is being crafted to be mailed to library directors, requesting their input. 2) Lancaster and Ephrata libraries have hired a collection agency to recoup fines. He noted that LPL has collected \$6,000 so far. Yearly fines for LPL average \$40,000. 3) Library Directors are working with the Ivy Group. It is expected that the System Board will be involved, although they have not yet been contacted. They have been invited to the summit on July 17. 4) Landau expressed concern that to run Windows 7, libraries will need to replace their PCs in 2013, at library expense.

Committees
Finance

André Fouchet, Treasurer, reported that the Finance Committee will meet to discuss the Capital Budget.

Personnel

In the absence of Veronica Urdaneta, there was no report.

Old Business

None.

Adjournment

Motion

It was moved by André Fouchet that the meeting be adjourned at 6:18 PM. Motion carried unanimously.

Board of Directors
April 18, 2012
Page 3

Next Meetings The next regular meeting is scheduled for Wednesday, May 16, 2012, 6:00 PM. at the Manheim Community Library.

Respectfully submitted,

A handwritten signature in black ink that reads "Donna J. Westerhoff". The signature is written in a cursive style with a large, prominent "D" at the beginning.

Donna J. Westerhoff
Recording Secretary