

Library System of Lancaster County
Minutes of the Board of Directors Meeting
December 14, 2010

Attendance:

Board Members: John Havrilla, President; Virginia McGrath, Vice President; Sandy Dinoff, Treasurer; Dudley Feltham; Marian Fetter; Diane Rice; Kay Rohrer; Robert Sabatelli; Kevin Service. Absent: Diane Hastings, Secretary; Hugh MacMaster.

System Staff: William Hudson, Acting Administrator and Manager, Information Technology; Donna J. Westerhoff, Internal Operations Manager; James D. Showalter, Financial Manager.

Guests: Barbara Basile, Director, Manheim Community Library; Deborah Beisell, Executive Director, Elizabethtown Public Library; Kristin Fernitz, Director, Strasburg-Heisler Library; Debra Rosser-Hogben, Director, Milanof-Schock Library; Joyce Sands, Deputy Director, Lancaster Public Library; Penny Talbert, Executive Director, Ephrata 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 Havrilla at 4:04 PM on Tuesday, December 14, 2010, at the Library System office. A quorum was present.

General Comment None.

Secretary's Report

October Minutes
Approval President Havrilla reported for Diane Hastings, Secretary. He referred to the minutes of the October 19, 2010, regular meeting, as included in the Board mailing. Changes were made to the minutes after their approval at the November 16, 2010, meeting. After discussion, the October 19, 2010, minutes, with changes, were approved as presented.

November
Minutes
Approval President Havrilla referred to the minutes of the November 16, 2010, regular meeting, as included in the Board mailing. After discussion, the minutes were approved as presented.

Special Minutes
Approval President Havrilla referred to the minutes of the November 29 and December 2, 2010 special meeting, as included in the Board mailing. After discussion, the minutes were approved as presented.

Treasurer's Report Sandy Dinoff, Treasurer, referred to the November 2010 financial report, as included in the Board mailing. She reported that the Finance Committee has

reviewed the report, and found all to be in order. After discussion, the following motion was made.

- Motion** On motion by Sandy Dinoff, the System Board of Directors directed that the November 2010 Financial Report be filed for audit. Motion carried unanimously.
- 2011 System Budget Dinoff referred to the 2011 System budget, emailed to the Board on December 14. She reported that all 2010 costs were expensed out in 2010, and the 2011 budget is a balanced budget. Costs totaling \$28,000 were added back into departments, and will come from reserves. Currently, reserves are at four months operating costs.
- Motion** On motion by Ginny McGrath, the System Board of Directors approved the 2011 System budget as presented. Motion carried unanimously.
- President's Report Task Force Transition Committee Report President Havrilla reported the Transition Committee, comprised of Terry Kauffman, Ron Ford, Kevin Service and himself have a meeting scheduled on December 15 to discuss the transition to the new Board.
- The Commissioners will vote at its December 15 meeting to accept or reject the Committee's recommendation to hire E4 Exchange, Inc. to develop the strategic plan.
- The Library System citizen board will be on the Commissioners' December 21 work session agenda.
- Resignation of Current Board of Directors, effective January 18, 2011 President Havrilla read the Written Notice of Resignation. The document details the resignation of the current Board, as a whole, effective at the January 18, 2011 Annual Meeting, to allow the installation of the Commissioner-appointed Board of Directors, whose terms will begin upon the resignation of the current Board. After discussion, the following motion was made.
- Motion** On motion by Kay Rohrer, the System Board of Directors approved that the Board, as a whole, will resign, effective at the January 18, 2011 Annual Meeting, to allow the installation of the Commissioner-appointed Board of Directors. Motion carried unanimously.
- Acting Administrator's Report In addition to the written summary report included in the Board mailing, Bill Hudson reported the following: 1) The effect of large funding cuts to local libraries, and extensive press coverage. 2) The Annual Meeting will be held at Manheim Township Library, and Lois Dostalick, CEO of E4 Exchange, Inc. has agreed to be the keynote speaker.

There was Board consensus for both the location and the speaker.

Directors' Council
Report

In addition to the approved Directors' Council minutes for November 2010 included in the Board mailing and sent electronically to Library Board Presidents and the Directors2 mail list, Kristin Fernitz, Director at the Strasburg-Heisler Library, and Directors' Council Liaison, reported that things are going in the right direction with the Directors' Council.

3- Point Summary

The Board decided on the following three points to include in the summary for reporting to their library boards:

1. The 2011 System Budget was approved.
2. The Library System Annual Meeting will be held on Tuesday, January 18, 2011, at the Manheim Township Library.
3. The Commissioners selected E4 Exchange, Inc. as the strategic planning consulting group.

General Comment

Jim Showalter thanked everyone involved in the budget process.

Next Meetings

The next meeting of the Library System Board of Directors will be the Annual Meeting, scheduled for Tuesday, January 18, 2011, at the Manheim Township Public Library, time to be determined.

Adjournment

Motion

It was moved by Bob Sabatelli that the meeting be adjourned at 4:30 PM.
Motion carried unanimously.

Respectfully submitted,

Donna J. Westerhoff
Recording Secretary