

Library System of Lancaster County  
Minutes of the Board of Directors Meeting  
May 19, 2009

Attendance:

Board Members: Bud Rettew, President; Kay Rohrer, Secretary; Larry Burkhart, Treasurer; Sandy Dinoff; Diane Hastings; Virginia McGrath; Diane Rice; Robert Sabatelli; BethAnn Zambella. Absent: John Havrilla, Vice President; Dale Reinecker; Ron Vail.

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

Guests: Deborah Beisell, Executive Director, Elizabethtown Public Library; Herb Landau, Director, Milanof-Schock 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 Rettew at 7:00 PM on Tuesday, May 19, 2009, at the Library System office. A quorum was present.

General Comment Contact information for public input to the Senate Finance Committee in regards to the Comprehensive Health Care Reform was distributed.

Secretary's Report

Minutes

**Approval**

Kay Rohrer, Secretary, referred to the minutes of the April 21, 2009, meeting, as included in the Board mailing. The minutes were approved as presented.

Treasurer's Report

Larry Burkhart, Treasurer, referred to the April 2009 financial report, as included in the Board mailing. He commented that Financial Manager, Jim Showalter's reports are clearly written, with explanations for many items. After discussion, the following motion was made.

**Motion**

On motion by Sandy Dinoff, the System Board of Directors directed that the April 2009 Financial Report be filed for audit. Motion carried unanimously.

President's Report

President Rettew reported that, in response to comments from Board members on the length of the meetings, he is proposing that Board discussion occurs during the regular meeting, rather than after adjournment. After discussion, there was consensus among Board members to alter the format of the meetings.

Rettew reported that during Commissioner Lehman's visit to the Moores Memorial Library, the Commissioner reported that he is attending Library

Board meetings because he is interested in what is happening with libraries. He also stated that he supports the distribution of County Aid using the LSLC internal formula.

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 that the staff moved System services and projects forward during her vacation.

Bob Sabatelli reported that the Manheim Township Library has raised all but a small portion of the funds needed to build the new library.

Directors Council  
Report

Herb Landau, Directors Council Liaison, referred to the April 3, 2009, minutes included in the Board mailing and sent electronically to Library Board Presidents and the Directors2 mail list, specifically, the section on the Fund Raising Committee. He asked Deb Beisell, Chair, to report. She noted the successful Motorcycle Poker Run Fundraiser held last weekend, and distributed a flier concerning other possible fund raising activities.

Committees  
Finance

Larry Burkhart, Treasurer, reported the following: 1) the Finance Committee met at 6:00; 2) future meetings will begin at 6:30, rather than 6:00; 3) the new Province Bank money market account has raised additional revenue; and 4) he and the Committee are pleased with the transition from the former to the newly hired Financial Manager.

Governance

In the absence of John Havrilla, Chair, Committee member Diane Rice reported the following: 1) the Committee met at 6:00; 2) they completed a draft of the Board Job Description and Roles and Responsibilities; and 3) at next month's meeting, they will begin the review of the Administrator Job Description and Roles and Responsibilities.

Other Business  
Legislative  
Event

Sandy Dinoff reported that she, John Havrilla, Susan Hauer and Mary Ann Heltshe-Steinhauer met to discuss holding a legislative event, and that many ideas were put forth. A favorite is a "can shake." It would consist of a wide distribution of "I support full funding for libraries" post cards that would be filled out with residents' names and addresses, and forwarded to legislators. These could be handed out at places such as libraries, on the street, at the entrance to stores, and put on each seat at Clipper Stadium. There was consensus among the Board that Dinoff should present the idea to 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) Manheim Township is very near to reaching its fundraising goal for the new building; 2) the Legislative

Awareness Event; and 3) the Governance Committee is working on the System Board and Administrator Job Descriptions and Roles and Responsibilities.

- General Comment Board member, BethAnn Zambella, reported on Commissioner Lehman's visits to library board meetings, and noted that they are tuned to the timing of state library funding.
- Next Meeting The next meeting is scheduled for Tuesday, June 16, 2009, 7:00 PM, Library System office.
- Adjournment  
**Motion** It was moved by Larry Burkhardt that the meeting be adjourned at 7:45 PM. Motion carried unanimously.

Respectfully submitted,

Donna J. Westerhoff  
Recording Secretary