



Library System of Lancaster County

Library System of Lancaster County
Minutes of the Board of Directors Meeting
May 15, 2013

Attendance:

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

System Staff: Bill Hudson, Administrator; James D. Showalter, Financial Manager; Rhonda Kleiman, Business Information Manager; Stephanie Zimmerman, Training and Development Coordinator.

Guests: Deborah Drury, Executive Director, Elizabethtown Public Library; Dudley Feltham, President, Lititz Public Library Board; Tom Knapp, Journalist, Lancaster Newspapers; Herb Landau, Executive Director, Lancaster Public Library; Heather Sharpe, Community Relations Manager; Lancaster 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 Trego at 6:32 PM on Wednesday, May 15, 2013, at the Library System office. A quorum was present.

Public Comment None.

**Secretary's Report
Minutes** In the absence of Russell Miller, Secretary, action was not taken on the minutes.

Treasurer's Report In the absence of André Fouchet, Treasurer, Jim Showalter referred to the April 2013 financial report, as included in the Board mailing. He reported that the Finance Committee has reviewed the report. After discussion, the following motion was made.

Motion On motion by Brandon Danz, the System Board of Directors directed that the April 2013 Financial Report be filed for audit. Motion carried unanimously.

President's Report President Trego reported on the following: 1) Congratulations to the Friends for a successful Author Luncheon, with nearly 500 attendees. 2) The Presidents' Circle held its second meeting. He thanked Terry Kauffman for running the meeting and the library Presidents for attending. Kauffman reported that the meeting went well. Topics of discussion included the

question of possible fund development by the Library System, issues important to local libraries, and that the Council would like more frequent meetings. Discussions were positive and congenial.

Administrator's
Report

Bill Hudson presented a report on ten-year trends in funding for libraries nationwide, using data from the Institute of Museums and Libraries.

Business Program
Overview

Rhonda Kleiman, Economic Development Manager and Consultant, gave a demonstration on how databases could be used to support the creation of a new fictitious day care center. The Board asked how much time it would take to gather this amount of information. The response was that it depends on a number of factors, and that four different data sources were used to create this report.

Directors' Council
Report

In the absence of Barbara Basile, Directors' Council Liaison, there was no report. The Directors' Council minutes for March and April 2013 were included in the Board mailing and sent electronically to Library Board Presidents and the Directors2 mail list.

Committees
Finance

Jim Showalter reported that the lighting retrofit to the office overhead lighting is scheduled to begin on May 20. More than one-half of the cost of the project was paid by the PPL rebate program. LSLC should see a 40% reduction in the electric bill, with an anticipated Return on Investment of 1.2 years.

Personnel

Terry Kauffman reported that the Administrator review is complete, and will be presented to the Bill Hudson soon.

Development

Terry Kauffman referred to the Presidents' Circle discussed earlier in the meeting. He reported that discussion included setting benchmark cut-offs for pursuing funding from corporate sources, such as not soliciting donations under a dollar amount to be determined. A sub-committee has been formed to get a consensus on how to move forward. The Committee includes Todd Smith (Lancaster), Mike Wetherhold (Adamstown) and Jodie Hollinger (Strasburg).

Old Business

None.

3-Point Summary to
Directors'
Council

The Board decided on the following three points to include in the summary for reporting to the Directors' Council: 1) Bill Hudson presented a report on ten-year trends in funding for libraries nationwide, using data from the Institute of Museums and Libraries; 2) Rhonda Kleiman, Economic Development Manager and Consultant, gave a demonstration on how

databases are used to support the creation of a new business; and 3)
The Administrator review is complete, and will be presented to Bill Hudson in the near future.


Motion On motion and second, the System Board approved the 3-point summary to the Directors' Council, as noted above. Motion carried unanimously.

Adjournment

Motion It was moved by Brandon Danz that the meeting be adjourned at 7:13 PM. Motion carried unanimously.

Next Meeting The next regular meeting is scheduled for Wednesday, June 19, 2013, 6:30 PM. at the Library System office.

Respectfully submitted from notes supplied by Bill Hudson,


Donna J. Westerhoff
Recording Secretary