



Library System of Lancaster County

Library System of Lancaster County
Minutes of the Board of Directors Meeting
September 18, 2013

Attendance:

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

System Staff: Donna J. Westerhoff, Internal Operations Manager; James D. Showalter, Financial Manager; Mary Ann Heltshe-Steinhauer, Community Relations Manager.

Guests: Deborah Drury, Executive Director, Elizabethtown Public Library; Dudley Feltham, President, Lititz Public Library Board; Tom Knapp, Journalist, Lancaster Newspapers; Jim Martin, Manheim Township Library Board; Debra Rosser-Hogben, Director, Milanof-Schock Library; Joyce Sands, Deputy Director, Lancaster Public Library; Heather Sharpe, Community Relations Manager; Kathy Thren, Director, Adamstown Area 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 6:31 PM on Wednesday, September 18, 2013, at the Library System office. A quorum was present.

Public Comment Joyce Sands read a prepared statement expressing her concerns with frequent and ongoing technical problems experienced by LPL, and her inability to contact an IT person in authority on a recent occasion.

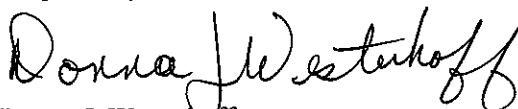
Secretary's Report
Minutes
Approval Russell Miller, Secretary, referred to the minutes of the August 21, 2013, meeting, as included in the Board mailing. The minutes were approved as presented.

Treasurer's Report In the absence of André Fouchet, Treasurer, Jim Showalter referred to the August 2013 financial report, as included in the Board mailing. He reported that finances remain strong. He noted a favorable variance in the salaries category, attributable to a vacancy in IT; and an unfavorable variance in Programs and Services, due to timing. The variance will even out by year's end. After discussion, the following motion was made.

Motion On motion by Russ Miller, the System Board of Directors directed that the August 2013 Financial Report be filed for audit. Motion carried unanimously.

- President's Report** President Trego reported that the Presidents' Circle has held 3 meetings thus far and the next one is scheduled. Topics of discussion have included health care, board development and IT support.
- Administrator's Report** In the absence of Bill Hudson, there was no Administrator's Report. Trego noted that Hudson's mother is ill, and the Board sends her its best wishes.
- Directors' Council Report** Kathy Thren, Directors' Council Liaison, referred to the approved Directors' Council minutes for August 2013 and the Three Talking Points to the Board from the September meeting, included in the Board mailing and sent electronically to Library Board Presidents and the Directors2 mail list. There were no questions.
- Committees**
- Finance** Terry Trego reported that the Finance Committee did not meet since the August Board meeting, and the Committee continues to work on the budget.
- Personnel** Terry Kauffman reported that the Committee is reviewing salary structures and other personnel issues.
- Development** No report.
- Old Business** None.
- 3-Point Summary to Directors' Council** The Board chose the following three points to include in the summary for reporting to the Directors' Council: 1) The Presidents' Circle has met 3 times, with another meeting scheduled. Discussions have included health care, board development and IT support; 2) The Personnel Committee is reviewing positions and wage ranges; and 3) The Finance Committee continues to work on the budget. They await figures from the County.
- Adjournment**
- Motion** It was moved by Brandon Danz that the meeting be adjourned at 6:41 PM. Motion carried unanimously.
- Next Meeting** The next regular meeting is scheduled for Wednesday, October 16, 2013, 6:30 PM. at the Library System office.

Respectfully submitted,



Donna J. Westerhoff
Recording Secretary