



LIBRARY SYSTEM OF Lancaster County

Library System of Lancaster County
Minutes of the Board of Directors Meeting
August 21, 2019

Attendance:

Board

Members:

Christina Diehl, President; Dale Hamby, Vice President; Rich Frerichs, Shel Lundquist, Jeanne Grimsley.

Absent: Ken Kohlmaier, Treasurer; Elizabeth A. Flaherty, Secretary; Dennis Stuckey, Lancaster County Commissioner.

System Staff:

Karla Trout, Executive Director; Ed Miller, Special Services Manager; Mark Sandblade, Manager, Information Technology; Brenda Emerich, Cataloging/Acquisitions Manager; Amanda Hatcher, Administrative Assistant.

Guests:

Trish Vandenbosch, Moores Memorial Library; Joyce Sands, Manheim Township Public Library, Dr. Jane Hershberger, Penny Talbert, Ephrata Public Library, Deb Drury, Elizabethtown Public Library, Mike Eichenlaub, Lissa Holland, Interim Lancaster Public Library, Cynthia Farley.

Call to Order

The regular meeting of the Board of Directors of the Library System of Lancaster County was called to order by President Diehl at 6:30 PM on Wednesday, August 21, 2019, at the Library System office. A quorum was present.

**Secretary's Report
Minutes**

Christina referred to the minutes of the June 19, 2019, Regular meeting as included in the Board mailing.

Motion

Jeanne motioned that the minutes be approved as presented. Dale seconded. The minutes were approved as presented.

Treasurer's Report

No report tonight.

President's Report

Christina Diehl attended an online forum for board chairs. She learned information about compiling and implementing evaluations for both the board and executive director. She will be working with Karla over the coming months to implement what she learned.

**Executive Director's
Report**

Karla referred to her Executive Director's Report included in the board mailing.

Dale congratulated Karla on her nomination to the serve as the 2020 Chair of the Association of Pennsylvania Public Library Systems. Karla informed the board about the organization. Networking and advocacy at the county level are the most important aspects of APPLS.

Dale asked about the network outage at Elizabethtown Public Library. Mark responded that Comcast will reimburse up to 50% for the downtime under our Service Level Agreement, which

includes 50% reimbursement for the monthly charge. Deb Drury gave details of services that were out, and indicated that the cost to the library was significant.

Dale asked about the LNP archive. It will be digitized and put online – but not for free. Lancaster Public library is reaching out to LNP for more information. We are looking into subscribing to Newspapers.com, a subsidiary to ancestry.com, as they will host the new digital archive.

State funding

Karla referred to the hand out of the summary of “the State Funding Estimates with Increase for Distribution.”

- We have not yet received the official number of the increase. However, we are using an estimated number at this point based on a 9.18% increase in state aid.
- The message from the PA Office of Commonwealth Libraries authorizes county systems to run their funding formulas on the state aid distribution. The formula has not been run in Lancaster County for three years, so funding has been distributed at the 2016 level since that time.
- Karla reviewed the elements of our county funding formula with the board, noting that the statistics are based on a 3-year average of years 2016-2018.
- Officially this board is the one that approves the formula. The options being considered are as follows:
 - Increase everyone proportionately 9.18% over last year, or
 - Run the formula using the statistics from 2016-2018 to distribute the increased funding, or
 - Another option.
- No decisions will be made tonight as the board members need time to absorb the info provided and consider the options.
- Karla offered to meet with each board member one on one or in groups of 3 or fewer, to prevent a board quorum at any of the meetings.
- A decision on the formula should be made at the September meeting to allow the libraries sufficient time to incorporate the updated numbers into their 2020 budgets.

In addition to the discussion of the distribution method, Karla presented a request from MTP to change the way the formula is run (included as a handout). Karla asked Joyce Sands, Director of Manheim Township Public Library to explain her request to the board members. It was noted that MTP is a department of the government of Manheim Township. This request will be considered separate from but alongside the funding formula discussion.

President Christina Diehl appointed a committee to review the funding formula spreadsheet and make a recommendation to the board regarding the formula run options.

Director’s Council Report

The following points are from the Director’s Council meeting on August 8th.

1. Biblioteka Cloud Library presentation - would replace OverDrive if accepted.
2. Money from the state.
3. Calendar/county wide in-service day for next year. Discuss topics that are relevant on different months.

3-Point Summary to Directors’ Council

The Board chose the following point to include in the summary for reporting to the Directors’ Council:

- 1) We will be making a decision on how state funding will be handled.

Joyce Sands, MTP – Thanked Karla for distributing the Funding Formula Revision Request from MTP. It came from her board and from the government officials. In some terms, it is the busiest library in the county. To be level funded from four years ago will have negative effects. Please look at usage statistics. The MTP request was that Net Local Financial Effort (LFE) no longer be a criteria in the funding formula, but that the current 7.5% of state aid distributed by Net LFE be distributed as Gross LFE. The Net LFE formula as it is now removes municipal support from the LFE total. That puts MTP at a disadvantage. The second portion of the request asked for LSLC to begin running the county aid through the same distribution formula as the state aid.

Deb Drury, ETN – Gave the history of the origins of the current LSLC State Aid distribution formula. The Directors Council engineered the current formula without regard to the financial outcome. In the past, the formula would randomly change and they were attempting to be more equitable by looking at the numbers, and knowing their priorities. The intent was when the funding increased, the formula would be run.

Penny Talbert, EPH – they attempted to develop a performance based formula. The formula passed in the Directors Council by a majority vote. 13 voted for it. The committee began the formula negotiations in 2011 and they voted 2012. In 2016, the Directors voted to recommend the LSLC Board freeze the formula until the State Aid dollars changed.

Deb Drury, ETN – They built in intentionality for municipality increase. If the formula were run and the 9.2% were added every library would see an increase.

Joyce Sands, MTP – If a library is doing a larger portion of the work and is level funded, they lose.

Cynthia Farley Chief Financial Officer of LPL – you can't serve a population of 200,000 without money. There has to be a recognition/conversation about service areas. Populations of one service areas use libraries in other service areas.

Joyce has documentation that MTP serves a population outside her service area.

Karla - in June this board had a conversation that this system as a whole needs to be reviewed - looking at how it is now and into the future. She has begun a discussion with the Office of Commonwealth Libraries to assist in a study of the LSLC make-up. We will do our due diligence to come up with the best possible decision.

Penny Talbert, EPH – about four years ago, there was a request to look at the services areas.

Adjournment

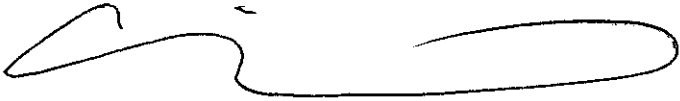
Adjourned to executive session at 7:17.

Minutes and Financials are available at
<http://tinyurl.com/LSLCBoardDocs>

Next Meeting: Wednesday, September 18, 2019, 6:30 PM

Respectfully submitted,
Christina Diehl, President

Transcribed by
Amanda Hatcher,
Administrative Assistant

A handwritten signature in black ink, appearing to be 'Amanda Hatcher', written in a cursive style.