

The regular meeting of the Lancaster County Library Board was held Tuesday, March 31, 2015 at 6:30 p.m. in the meeting room of the Main Library. Members present: Erick Crawford, Andrew Tucker, Dianne Evans, Jeri Rogers, Phyllis Jarvis, Suzanne Lever, Nancy Berry, branch manager of Del Webb, and Rita Vogel.

Also present was a visitor, George Kirlin, of Sun City.

The meeting announcement had been reported to the Lancaster News, published on the library's website, and also the County's website.

Chairman Erick Crawford called the meeting to order at 6:30.

Mr. Crawford welcomed Mr. Kirlin, with introductions all around.

Public Comments: Mr. Kirlin is interested in getting a volunteer program off the ground.

Minutes from January 2015 meeting were approved unanimously.

Librarian's report: Announcement of new ordinance regarding the library. The Library will lose its bookkeeper, including payroll, cash collection, and purchasing. The county has a new budget analyst to facilitate this. The Library will also refer all IT issues to the county's technology department. It is expected that we will be part of the county's plan with Comporium. The library will use a timekeeping instrument, KRONOS.

We will continue to follow the county's calendar for holidays, etc.

Mrs. Vogel explained the new county practices implemented by the County attorney wherein there now exist three standing committees, assigned to department heads for interaction with county council members. She expressed optimism for this monthly interface with council, which will carve a greater profile of the library.

Mrs. Vogel talked about the mandatory cleanup done by employees and distributed before and after photos.

Mrs. Vogel will be attending a Library Journal Architecture Institute at the San Diego Public Library May 8<sup>th</sup>.

She will also be attending a summit in Charlotte for Fundraising for Libraries.

She distributed summaries of job descriptions for library staff.

All shelves in Del Webb were anchored recently, after some had fallen recently (no injuries). The Main library's shelves are secure, and Kershaw's will be inspected.

Mr. Tucker raised the question of exempt employees vs. non-exempt. In order to avoid problems, these need to be accurately and finally defined per person.

Ms. Rogers mentioned that the Kershaw branch is badly in need of sprucing. Mrs. Vogel asked that she email her a list of improvements she'd like to see made.

Treasurer's Report: Mr. Tucker had questions about the columns in the treasurer's report from our bookkeeper. Mrs. Vogel will report back. Everything else in the financial report looks to be in good order.

Mrs. Vogel requested permission to move funds from one line item to another, of up to two thousand dollars if necessary.

Discussion ensued. It was decided that Mrs. Vogel would investigate how other library systems handle this.

The board acknowledged Ordinance No. 2015-1322 passed by the Lancaster County Council to amend chapter 18 of the Lancaster County Code.

Review of By-laws: Do we have a gift policy? Larry McCullough suggested following that of the county which follows the State.

Can we have conference calls for absentee members? Can a telephone or electronic poll be effective?

Motion by Ms. Rogers: *In the event an action needs to be taken, electronic and/or telephone votes may be cast.*

Mr. Tucker seconded.

Unanimous.

Mr. Kirilin had a question regarding the information under Authority: Article 1. What is the latest citation for this article, in light of one or more amendments? Should it not refer to Chapter 18 of the County Code?

It was decided to defer voting to pass the By-Laws till the next meeting

There being no other business, at 8:30 p.m., Mr. Crawford called the meeting adjourned.

Respectfully submitted by

Rita Vogel