

**Lancaster County Library System**

**Minutes of the Board Meeting**

**Tuesday, March 26, 2019, 6:30 PM**

Attendees: Deborah Cureton, Erick Crawford, Margaret Bundy, Phyllis Jarvis, George Kirlin, Rita Vogel and Nancy Berry

Absent: Lisa Hallman, Angel Vail, Leo Francis, and Lynne Carroll

Non-Members: Lancaster County Councilmember Mosteller, Lancaster County Administrator Steve Willis, 2 members of the public

Meeting brought to order by Chairperson Cureton, 6:30 PM.

Motion by Trustee Crawford to change order of agenda to allow presentation by MacMillian Pazdan and Smith to proceed first, followed by Steve Willis. Motion carried 5-0.

Amanda Gascon of MPS presented computer generated visuals and floor plan diagrams of the three libraries. Inside and outside visual views were presented. Ms. Gascon updated the timeline for renovations indicating that construction documents were 50% completed. After completion, the documents will be submitted to the County Council and Procurement Dept. for review and approval, following by construction bidding process. Best case timeline would indicate June-July timeframe for the construction bidding process to commence. All 3 library projects will be bid as a package, although timelines may differ for construction time and completion of the 3 branches.

Administrator Willis briefed the Board on the Monday, March 25, 2019, County Council meeting during which council voted favorably to acquire the Wells Fargo building in Kershaw for the Kershaw Branch library. The funding source for the cost to acquire the building has been identified and the money is currently available to acquire the building. The funding for purchase will come from the contingency fund of the 8 million dollars allocated for library capital improvements.

There were no public comments.

The librarian's report and financial report were accepted with minimal discussion.

The Personnel Committee communicated a desire of some of the Trustees that to further ongoing publicity efforts and raise public awareness of the importance of libraries to the community that the Librarian submit a twice monthly column to the Lancaster News. Discussion ensued and it was decided that Rita and Phyllis would meet with the editor of the Lancaster News to check the feasibility of a regular column. They will update us at the April Board meeting.

Strategic Planning Update. Rita reported that she had received a lengthy report from Ed Gagnon of CSS, our Strategic Planning Process coordinator, offering voluminous feedback from the 19 February 2019 Board Strategic Planning Retreat and outlining decisions and steps necessary to complete a planning

document to be reviewed and commented upon by the Board. April 15, 2019 is the tentative deadline for completion of this document for review by the Board at the April meeting.

Temporary Location Update. Rita commented she is continuing to work with Steve Willis and the County IT department to ready the Barnett Building as the temporary relocation for the Main Library. Rita indicated that location will include circulation functions, contain Wi-Fi and computer access, a small high demand collection, and be the center for children's programs and the Summer Reading Program. The Dell Webb branch may be forced to close for short periods of time during renovation and no relocation is proposed. The entire library staff will be retained during renovations with some differences in job functions.

Letter to the Board of Trustees regarding reinstatement of privileges. The Board reviewed the letter and specifics of the incident with the Librarian. The Board affirmed the position and actions taken by the Librarian. The Board transferred the letter to the County Attorney for a reply from the County.

Motion for adjournment by George Kirlin at 8:20 PM.

Submitted by George Kirlin  
March 28, 2019