

**Lycoming County Library System Board Minutes  
October 27, 2009**

<b>Present:</b>	Louise Eakin	Janice Trapp
	Pauline Montgomery	Jeffery Swope
	William Nichols	Barbara McGary
	Jeff Wheeland	Charles Ormsbee
	Evelyn Derrick	Stephanie Farr
	Diane Eck	Karen Temple
	Anthony Salvatori	Linda Herr

Anthony Salvatori brought the meeting to order after a brief discussion on the state budget cut and the need for advocacy.

**Minutes:** Anthony Salvatori asked for a motion to accept the September 8, 2009 minutes. Diane Eck motioned, Evelyn Derrick seconded. Approved.

**Financials:** Janice Trapp discussed the year to date financials with projected year end totals and indicated that the library system is in reasonably good condition. Unfortunately, there is an 80% chance that the second payment of ACCESS PA is not likely to be received.

County Aid is expected to remain the same.

Contributions, gifts and donations were slightly lower than budgeted.

Other costs such as LSTA matching funds for the LSTA summer reading grant will not be budgeted for next year.

Janice will provide a budget proposal in advance of the December meeting where it will be formally approved.

Anthony Salvatori asked for a motion to approve the finances, Pauline Montgomery motioned, Evelyn Derrick seconded. Approved.

**State Aid:** Janice received the state aid distribution for the system. These figures will help libraries prepare their budgets for 2010.

2010 State Aid has been received by the library system. This aid was distributed by the state with instructions that none of these monies may be expended until 2010. The purpose of distributing the monies was to ensure availability of the monies in uncertain times. The Lycoming County Library System has the option to distribute the monies to member libraries immediately with the instructions on not to expend any funds until 2010 or to invest this amount until 2010.

Jeff Wheeland made the motion that the Lycoming County Library System invests the 2010 State Aid distribution for the system until January 2, 2009. Pauline Montgomery seconded. Approved.

**County Aid Formula:** Barbara McGary provided an overview of the county aid distribution formula. Potential gains and losses were discussed. General consensus indicated that the library system was not in favor of any individual library losing too much of the county aid because of the dramatic cuts at the state level. Options were to freeze the distribution amount from last year so that no one library loses aid, place a cap on increases and decreases at 5% to prevent dramatic increases and decreases or agree to run the formula as it is. Janice was asked to present two proposals to the board members through email which would provide an increase to the top performing library yet would not create a great loss for any individual library. Board members would consider each proposal and vote by email or phone.

**County Coordination Plan:** Janice Trapp provided an overview of the requirements for completing the County Coordination Plan which is due to Commonwealth Libraries on November 20, 2009. County Coordination pays for essential county wide services such as the Bookmobile, Story mobile and Link Libraries. Board members agreed to meet to discuss and approve a County Coordination Plan on Monday, November 16, 2009 at noon.

**Advocacy Plan 2010:** Janice Trapp provided an overview of Snapshot PA, a statewide advocacy effort to solicit input on why the library matters to the community. Snapshot PA asks libraries to request that patrons fill out a short survey on why they use the library and why the library is essential to them. Surveys and testimonials will be used in library displays, newsletters, and on web sites to communicate the message of the value of Pennsylvania Libraries. It is a snapshot of “one day in the life of Pennsylvania Libraries: October 28, 2009.”

**Michael Kumer:** Janice informed the Board that Michael Kumer, Director of the Non-Profit Leadership Institute at Duquesne University, will be coming to Williamsport to present a program for the Center for Transitional Living on **November 23, 2009**. Janice presented this as an opportunity for the Lycoming County Library System to ask Michael to present a program on Board Development and Strategic Planning for a reduced fee of \$1,500 on November 22, 2009 or November 24, 2009. Diane Eck made a motion to accept this opportunity, Louise Eakin seconded. Approved.

**Member Library Complaint:** Janice Trapp presented a formal complaint from Montgomery Area Public Library Director, Sue Thomas that was brought to her attention by Montgomery representative, Louise Eakin. Janice Trapp commented that the complaint expressed some valid concerns concerning technology support services. Valid complaints included waiting an extended period to receive a new computer installation, number of people available to support technology and provide technical services such as

cataloging and technology support for Sirsi. Sue also inquired if technical support staff and technical services staff salaries were paid out of system funds. Janice addressed each issue with the system board. Janice agreed that Sue had valid concerns on the length of time Sue had to wait to receive a new computer installation and that there are not enough staff available to support all of the technical and technology needs of member libraries. Janice commented that unfortunately salaries for support staff for technology and technical services are not paid out of system funds. Janice suggested exploring opportunities to fund greater support for the member libraries out of system funds and to explore the continuing education needs of the member libraries concerning Sirsi.

**Literacy Center:** Linda Herr provided an overview of the state funding cut for the Lycoming County Literacy Center. Literacy received a 23.7% cut across the board. The Literacy Center averages 56 adult students each day and classes are running out of room to seat all interested students. In response to this demand, the Literacy Center is increasing the number of classes available but it is a challenge with the dramatic loss of funding.

**Adjourn:** Anthony Salvatori asked for a motion to adjourn. Louise Eakin motioned, Pauline Montgomery seconded. Approved.

The next meeting will be November 16, 2009 to approve the County Coordination Plan.