

**Lycoming County Library System Board  
Minutes  
February 8, 2011**

**Present:** Louise Eakin  
Harold Hershberger  
Evelyn Derrick  
Diane Eck  
Pauline Montgomery  
Janice Trapp  
Shirley Alters  
Barbara McGary  
Greg Neidig  
Linda Herr  
Karen Temple  
Susan Rider

**Guest:** Darl Simms, possible representative from the Konkle Library. She has not yet been appointed by the Commissioners.

**Meeting Called to Order:** Louise Eakin called the meeting to order at 11:00am after determining that a quorum was present.

**Minutes:** Evelyn Derrick made a motion to accept the December 14, 2010 meeting minutes, Seconded by Diane Eck. Motion Carried.

**Financial Reports:** Shirley Alters presented the end of year financials. These are preliminary and include only the System not Literacy. At the next meeting there will be a combined report.

There was net income of \$9,265 which includes a \$29,000 non-cash depreciation expense from last year. There was an increase of \$17,000 in county money than what was budgeted.

Motion to accept the Financial Reports: Harold Hershberger  
Seconded by Evelyn Derrick  
Motion Carried.

- **Health Insurance:** Shirley Alters reported our health insurance was put out for bid. Coverage is currently with Blue Cross and Blue Shield. Proposals were obtained through the Hartman Agency from Health America and Geisinger. Geisinger insurance, which is comparable to the coverage we currently have, was approximately \$45,000 less expensive. The contract was awarded to Geisinger.

There will be a presentation at 9am, February 21<sup>st</sup>, staff day, with a representative from Geisinger.

Open enrollment is going on now. Employees must work 32 hours a week to be eligible for medical insurance.

- **January 2011 Financials:** Shirley Alters also presented the January 2011 financial report. Current balance is \$100,798.

**Incorporation:** Janice Trapp met with attorney Steve Sholder regarding the System becoming “incorporated” and creating the First 4 Foundation.

It is necessary to become incorporated because some grants require entities be incorporated. It also provides a level of protection to Board members.

- **First 4 Foundation:** This foundation would fall under the Lycoming County Library System and support children’s services and enable the solicitation of donations across the county. The foundation would be the means in which books would be purchased and distributed, use grants, etc.

Attorney Sholder indicated the foundation could be a subset of the System once incorporated and it would be straight forward and simple.

It was decided to proceed and for Janice to find out the costs involved.

**ByLaws:** Janice Trapp reported attorney Steve Sholder reviewed the revised ByLaws that the System Board approved December 14, 2010. Sholder indicated they were straightforward and he found no problems with them.

Changes to the ByLaws include expanded membership of member libraries. There would be six specific library members and three members at-large.

It was decided to send the new ByLaws out but wait for the new System Administrator to solicit the new members.

**Contract – First Preference, LLC:** Due to money constraints the System will not enter into this agreement.

**Grants:** Janice Trapp announced the System’s application for a LSTA grant was awarded in the amount of \$50,000 and a \$5,000 grant to the Jersey Shore Public Library for a “Try It” project.

The LSTA grant is a match grant in which the System needs a local match of \$15,000. The Board has two options – find a match or reject the grant.

Janice reported she applied for a Verizon grant and \$10,000 of this grant, if approved, would help cover the cost of the LSTA match.

Louise Eakin asked that a copy of this grant be sent to the Search Committee.

The \$5,000 Jersey Shore grant is contingent upon submission of a system level support letter which Janice sent on February 7, 2010.

- **Mother Goose Grant** – Barbara McGary explained this grant was written and awarded last year and is being implemented. System librarians were given approximately \$2,400 to purchase new material for their non-fiction juvenile collection and each library was able to choose a Mother Goose kit up to \$400 of their choice that best met their needs. Barbara reported she received a call from a member library that felt the kits were of no value, a waste of taxpayer money and their Board threatened to report this to Rep. Garth Everett. Barbara explained that each library was responsible for selecting a kit that would benefit their library. Barbara asked the System librarians for a letter explaining what they chose, why it was important and how they were used. Responses received as well as an overview of the grant are attached. This was done so the System would have documentation should a politician ask how the grant was used and it would represent all the libraries in the System.

**21<sup>st</sup> Century Literacies Initiative Membership:** Janice Trapp explained this is a PaLA initiative they have been working on for the past two years. It will be called “PA Forward” and will emphasize libraries as problem solvers for the problems facing the Commonwealth and consists of rationales related to five literacies: Basic, Civic & Social, Financial, Health and Information. A different conversation is needed on what libraries do and how they are important. A project manager will be hired at the Library Association headquarters to implement this initiative. They hope to form a Library and Literacy Caucus in Harrisburg so they can generate support.

See their website [www.palibraries.org](http://www.palibraries.org) for more information.

**Literacy:** Linda Herr reported they are doing well in enrollment figures. They are to have 52 families enrolled in the family literacy program and they have 32. In Adult Basic the target is 170 and they have 70 with 30 more to be entered.

The Managed Classroom System that focuses on life and job skills is working well with the student population.

March 1<sup>st</sup>, a position funded for the WATCH (Work Attributes Toward Careers in Health) grant will be housed in the library. It will serve low-income participants in nine rural central Pennsylvania counties. The goal is to create a sustainable regional framework that will move low-income participants into self-sufficient nursing careers that meet local health care industry needs. This will bring people into the library to utilize resources.

Penn State wants to offer a program here and they will do all the marketing and recruiting. The program prepares non-traditional students to go back and successfully re-enter post secondary education training programs.

**Dollar General:** Janice Trapp reported our literacy programs have benefited from various Dollar General grants over the years - most recently the New Citizens Resource Center for English Language Learners. All seven of the Dollar General stores in our area will be sent a certificate and cover letter showing our appreciation for their help in raising money for literacy.

**Member Updates:**

- **Hughesville** – No update.
- **Muncy** – Board meeting tonight.
- **Jersey Shore** – Board meeting tonight, Friends Book Sale February 17<sup>th</sup> & 18<sup>th</sup>.
- **Montgomery** – Board meeting last night. Sue Thomas has not been getting some emails. Adam Cox was notified and will look into the problem.
- **James V. Brown Library** – Comedian Paula Poundstone will be appearing at the Community Arts Center March 12<sup>th</sup>. She is the national spokesperson for the American Library Association and partners with local Friends groups wherever she performs to raise money and awareness of library services. When you buy her CDs and books you support libraries and literacy.

**Next Meeting:** April 12, 2011, 12-noon.

The meeting adjourned at 12:00pm and the Board viewed a webinar with Michael Kumer.

Minutes recorded and submitted by Susan Rider, Executive Administrative Assistant.

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Board Secretary

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Date