

Lancaster County Public Libraries Task Force (PLTF)  
Meeting Minutes  
Wednesday, October 14, 2009  
7:30 AM

Attendance

**Task Force Members:** Terry Kauffman; Chair; Lester Houck; Jim Martin; John McGrann; Bud Rettew, Diane Rice. Absent: Bonita Martin.

**Guests:** Deb Beisell, Elizabethtown Public Library; Sandy Dinoff, Library System Board; Cindy Farley, Lancaster Public Library; Margie Perella, Pequea Valley Public Library (Intercourse); Claudia Roun, Moores Memorial Library (Christiana); Joyce Sands, Lancaster Public Library; Heather Sharpe, Lancaster Public Library; Susan Tennant, Lititz Public Library; Kathy Thren, Adamstown Area Library; Fran Vita, Quarryville Library; Joe Zappacosta, Ephrata Public Library. **Library System Staff:** Renee Christiansen; Susan Hauer; Mary Ann Heltshe-Steinhauer; Bill Hudson; Rhonda Kleiman; Lee Krieger; Ed Miller; Jim Showalter; Donna Westerhoff.

Call to Order

Chair Terry Kauffman opened the meeting.

Minutes

Kauffman asked for approval of the minutes of the September 30, 2009, meeting.

**APPROVAL:** On motion and second, the PLTF approved the minutes of the September 30, 2009, meeting, as distributed.

Kauffman suggested that approved Task Force minutes be posted on the Library System website. There were no objections from Task Force members.

Vice Chair

Kauffman reported that the Task Force should have a Vice Chair, and he asked that John McGrann be named to fill this position.

**MOTION:** On motion and second, the PLTF approved that John McGrann be named Vice Chair of the Task Force.

Welcome

Kauffman welcomed the Library Directors and guests to the meeting, and invited each to introduce themselves. Herb Landau, Directors' Council Chair, invited the PLTF members to attend the Directors' Council meetings, typically held the first Friday of each month, 9:00 AM, in the System Board Room.

Kauffman asked that communication remain open, and to contact a Task Force member with rumors, concerns, etc.

### State Budget

Kauffman asked Susan Hauer to report on the status of the state budget. She reported that the budget was approved with a 20.1% decrease to libraries. Clare Zales, Deputy Secretary, Commonwealth Libraries, reported that it is not known how the \$3 million Library Access and Electronic Library Catalog appropriation (cut 71.5% from \$10.5 million) will be distributed. It is known that not all programs can continue and those that do will likely be scaled back.

### Library Reports

Each Library Director in attendance was asked to report on the following: the size of their service area; library size; budget amount; number of staff, both fulltime and parttime, and volunteers; percentage of budget for staff; cuts and changes they've made because of decreased funding. Most reported reduction in staff, hours, acquisitions, programs, in spite of increased usage and attendance. They were then asked to present a "wish list" for their libraries, if funding and the State Code were not issues. Following are some of the "wishes:"

### **Wishes**

- Adequate operational and capital funding
- Adequate funding for the System
- Stable, sufficient, and secure funding – too much time is spent fundraising
- Larger library; more space for collection, programs, storytimes, etc.
- Children's and teen areas
- Senior Memory Center
- Computer lab and classes; technical service area
- Renovations
- More restrooms
- Courtyard as an outdoor extension of the library
- Bright, comfortable place where people want to come and learn
- Increased collection spending
- Increase in number of programs
- Increased hours, i.e., open earlier
- More public access computers
- Building maintenance staff person
- Expand bookstore, build a café, etc.
- Professional to re-design space to make it more efficient
- More efficient heating and cooling
- To pay off mortgage
- County level development office for fundraising

- Local tax or referendum
- Licensing center to obtain hunting, marriage and other licenses
- Libraries to be recognized as a publicly supported, necessary service
- A cost-efficient, reliable way to capture fines
- Local libraries need a strong brand.

There was discussion about the state funding distribution using the internal formula. It was noted that, although the Library Directors had input into development of the formula and the majority passed it, the internal formula, it did not benefit all libraries.

Library Directors were encouraged to send their reports in electronic format to Donna Westerhoff. She was asked to compile them and email them to Task Force members.

#### Wrap-Up

It was noted that libraries are guided by the state code, and Task Force members were encouraged to look outside the box, even if it goes against state code guidelines. Task Force members and those in attendance were challenged to think about the difference between “public” and “free.”

#### Next Meeting:

The next meeting of the Public Libraries Task Force is scheduled for Wednesday, October 28, 2009, 7:30 AM, at the System Office. System Staff will be invited to the report. Kauffman asked that two hours be allowed for the meeting, to allow unrushed participation.

Submitted by  
Donna Westerhoff