

Lancaster County Public Libraries Task Force Meeting  
Wednesday, September 30, 2009  
7:30 AM

Attendance: Terry Kauffman; Chair; Lester Houck; Bonita Martin; Jim Martin; John McGrann; Bud Rettew, Diane Rice; Susan Hauer, Maggie Weidinger; Donna Westerhoff. Commissioners Dennis Stuckey; Craig Lehman and Scott Martin were also in attendance for the early portion of the meeting.

#### Call to Order and Introductions

Chair Terry Kauffman opened the meeting and asked attendees to introduce themselves. He gave an overview of the purpose and goals of the task force, and acknowledged various assistance offered by attendees and others toward the success of the task force.

#### Commissioner Comments

Commissioners Dennis Stuckey; Craig Lehman and Scott Martin each gave comments on the economy and need to look at not only libraries, but all agencies and departments who depend on municipal and county funding.

#### Meeting Guidelines

Kauffman noted his intention to keep most meetings at 1½ hour in length. After discussion, it was decided that meetings will be held at least monthly, and more often in the early months.

#### State Budget and State and County Funding

Kauffman asked Susan Hauer to explain the current status of the state budget. Hauer reported that although the details have not been shared at this point, she's heard cuts could be 10 – 34%, or as high as 50%. The House and Senate are working diligently to try to decrease the cut to libraries.

Hauer reported to the task force, that in Lancaster County, 100% of State Aid is passed through the System to libraries for their operations. This State Aid must be spent in the year it is given. County Aid is used for System operations, except for the Commissioners' Matching Grant.

#### Short- and Long-Term Goals

Each task force member contributed ideas of what the Task Force should consider.

1. Library tax.
2. Location of System office.
3. Efficiencies of Staff allocation for libraries and the System.
4. Long-term strategic funding plan.
5. Explore where the System is now, and if there a more efficient way to provide services.

6. When and to what extent should member libraries be involved?
7. Stability of funding.
8. Delve into the state code and the possibility of obtaining countywide, rather than individual library, waivers.
9. Explore municipalities providing services – trash removal, water and sewer, snow removal, etc. – instead of giving cash.
10. Define the core services provided.
11. Is there duplication?
12. Are libraries and the System taking advantage of co-ops?
13. Are there opportunities for technology partnerships.
14. Define expectations.
15. Utilization of volunteers.
16. Investigate what other counties and states are doing.

#### Involvement of Library Directors and Boards

There was consensus that Library Directors must be involved in the discussion. Library Board members should also be involved at some point.

There was discussion about when Library Directors should be invited to participate. Hauer suggested that Kauffman attend the Directors Council meeting on October 2. She will contact the Directors Council Chair to ask for time on the agenda.

To be determined is about what topics the Library Directors should be asked to speak. Some suggestions were:

1. Funding.
2. Waiver from the state code. It was suggested that the Library Directors think as though there was no state code to which they had to adhere.
3. Identify their core services.

It was stressed that, when discussion during the task force meeting is opened up to Library Directors, there be focused discussion with time limits for those who wish to present ideas.

#### Waivers

The task force listed Saturday hours and collection expenditures as topics to begin the waiver process discussion.

#### Communication

Westerhoff was asked to add Andrea McCue and Maggie Weidinger, both from the County office, to the pltf email list, and to include the task force in the electronic mailing of the monthly System Departmental Reports.

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Next Meeting:

The next meetings of the Public Libraries Task Force are scheduled for Wednesdays, October 14, and October 28, 2009, 7:30 AM, at the System Office. The Library Directors will be invited to the October 14 Task Force Meeting.

Kauffman, Hauer and Westerhoff will develop the agenda for the next meeting, and determine what other partners should be engaged – Library Directors, library boards, and the community.

Submitted by  
Donna Westerhoff