

**Cumberland County Library System  
Board of Trustees  
Monthly Meeting Minutes  
August 16, 2010**

**Call to Order**

The regular meeting of the CCLS Board was called to order by President William Gould at 4:04 p.m. in the meeting room of the Cumberland County Library System, Carlisle.

**Members Present**

Nancy George, William Gould, Jane Graham, Alicia Stine, Elizabeth Stone, Mary Kate Sieg and Marcey Whiteside.

**Others Present**

Carolyn Blatchley, Jonelle Darr, Sue Erdman, Carol Linderman-Justice, Linda Rice, and Susan Sanders.

**MINUTES & TREASURER'S REPORT**

**Previous Minutes**

*The Library System Board unanimously approved the July 19, 2010 board meeting minutes.*

**Treasurer's Report**

*The Library System Board unanimously moved to file the July 2010 Treasurer's Report for audit.* Mr. Stoner was unable to attend. Jonelle Darr gave an explanation of the Balance Sheet and Income and Expenses.

**REPORTS**

**System Priorities and Statistics**

**System Priorities Report**

Mrs. Darr reviewed the 2010 system priorities and goals sent to Cumberland County Commissioners. Mrs. Linderman-Justice was introduced as a guest and new staff member responsible for STAR coordination.

**1<sup>st</sup> and 2<sup>nd</sup> Quarter Statistics**

Mrs. Darr reviewed the statistics for Cumberland County Library System in relation to the 2010 goals. This included a full explanation of the statistics and why dramatic changes can be seen, such as decreases in circulation and library visits, increases in public computer use and training, decreases in database use, and increases in media coverage and grant applications.

**2010 County Goals Update**

A corrected version of the performance measure statistics for 2010 was distributed to all members.

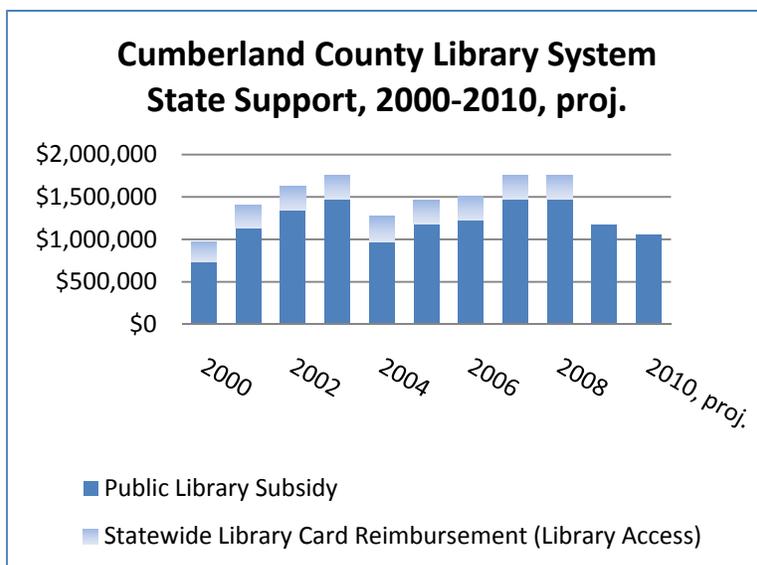
## Fall Library Tour

All were reminded to sign up for the fall library tour of the western locations by September 10, 2010.

## Executive Director's Report *State Budget Declines – Again*

Mrs. Darr reported that CCLS's total payment is expected to be 1,059,571, a \$105,881 cut from 2010. This brings the system back to total state funding levels not seen since 2000 — 11 years ago. (Or, if you look at the Statewide Library Card Reimbursement program, which started making payments in 1987, it brings the system back to 1986 funding levels — 24 years ago.)

In addition, it is possible that the 2011 cut may be even more severe. The state plans to make its Public Library Subsidy payments in 12 monthly installments, beginning in August 2010. This means that by holding the bulk of the payment back, the state could reopen the budget and make even deeper cuts. In fact, due to the loss of expected federal funds, Governor Rendell has already proposed an additional 1.9% across the board cut.



In summary:

- In 2009, CCLS lost approximately 9% or \$163,430 of its state support due to the elimination of statewide library card reimbursement payments.
- In 2010, CCLS lost 33% or \$594,712 in public library subsidy and statewide library card reimbursement payments. In addition, the system lost approximately \$138,000 in state-subsidized services such as POWER library databases. This is a total of \$732,712 lost in 2010.

- In 2011 CCLS is projected to lose 9.1 % or \$105,881 of its public library subsidy payment. In addition, the state will not provide approximately \$138,000 in state-subsidized services such as POWER Library databases. This is a total projected loss of \$243,881 in 2011.
- Over the last three years, this is a total loss in state revenue of about 34% or \$864,023 of the system's direct state cash payments.
- In addition, the system lost state subsidized services estimated at \$138,000 in 2010 and again in 2011.
- This brings the total value of state services and payments lost over the last three years to \$1,140,023.

### **Reduced Credit Card Transaction Fee**

Mrs. Darr reported that she was able to secure a new credit card processor for online donations. The transaction fee will be reduced from 5% to 2.598 and \$.26 per transaction (an average of 2.8%).

### **LSTA Grant for Children's Disabilities Completed**

In 2009-2010, CCLS received \$10,000 in federal LSTA funds to provide children (ages 3 to 8) and their parents with books that:

1. Positively portray children with special needs as they interact with others; and
2. Realistically provide factual information on specific conditions and disabilities, such as developmental or cognitive disabilities, hearing, speech or visual impairments, gross or fine motor skill impairments, emotional or psychological disorders, etc.

Member libraries added 743 titles to the library system's collection at an average cost of \$13.46 each.

Pre- and post-grant surveys were completed by library customers at each member library. Survey results show a significant improvement was achieved both in customers' satisfaction with the quantity and the quality of children's books about disabilities in the collection.

Overall:

- Average satisfaction rating with the quantity of books increased 16%.
- Average satisfaction rating with the quality of books increased 19%.

Library User Survey	Fall 2009	Spring 2010	Improvement
Library User Surveys Completed	387	351	---
People seeking children's books about disabilities	91	96	
<b>Quantity of Children's Disability Books:</b>			
Quantity of books – Average Ranking - 1 (low) to 5 (high) scale	2.95	3.41	16%
Users less than satisfied with quantity of books (#)	32	16	
Users less than satisfied with quantity of books (%)	35%	17%	-51%
Users more than satisfied with quantity of books (#)	25	45	
Users more than satisfied with quantity of books (%)	28%	47%	68%
<b>Quality of Children's Disability Books:</b>			
Average library user ranking - 1 (low) to 5 (high) scale	3.24	3.84	19%

Library User Survey	Fall 2009	Spring 2010	Improvement
Users less than satisfied with quality of books (#)	18	6	
Users less than satisfied with quality of books (%)	20%	6%	-70%
Users more than satisfied with quality of books (#)	31	61	
Users more than satisfied with quality of books (%)	34%	64%	88%

## **District Consultant's Report**

Ms. Haverman was not available to attend the meeting. Mrs. Darr explained how the District agreement is slated to be modified based on anticipated budget cuts. This is a consensus change, which includes maintaining databases, delivery, interlibrary loan and consulting services. Dauphin County Library System will assume responsibility for lost dollars in the areas of reference and collection development.

## **UNFINISHED BUSINESS**

### **2009 Audit**

*The system board unanimously accepted the 2009 audit.* This was incorrectly listed as the 2010 audit on the agenda.

### **Action Needed on Policies**

Fixed Assets and Fund Balance Reporting policies are still being drafted so this was agenda item was noted, but no action was taken. Board members were reminded to complete and sign Conflict of Interest statements for CCLS.

## **NEW BUSINESS**

### **2011 Library System Goals**

*The system board unanimously approved the 2011 County Library System Goals.*

### **STAR Service Policy Changes**

*The system board unanimously approved changes to the STAR services policy.* Mrs. Darr explained the process by which this policy was recommended for change. Institutional services are being reduced based on the increased nature of services provided by the institutions. Circulation of materials to the homebound is being increased.

### **Bosler Memorial Library LSTA Grant Application**

*The system board unanimously approved system support of Bosler's LSTA collection development grant.*

## **Library News**

News from member libraries was shared.

## **Adjournment**

The meeting adjourned at 5:05 p.m. The next meeting of the Cumberland County Library System will be held on Monday, September 20, 2010 at the Cumberland County Library System's administrative office at 4:00 p.m.