

Cumberland County Library System Board
Meeting Agenda — Monday, May 18, 2026 — 4:00 PM
400 Bent Creek Blvd, Suite 150, Mechanicsburg, PA 17050

Library System Mission: The Cumberland County Library System enhances the capacity of member libraries, encourages lifelong learning, and facilitates access to information and technology, all to improve the quality of life in our communities.

Call to Order:

1. Call to Order – Trish Leib, President

Minutes & Treasurer's Report:

1. ***Action Required: Previous Meeting Minutes — Attachment A (approve report for filing)***
2. ***Action Required: Treasurer's Report — Attachment B (approve report for filing)***

April 2026 (Pre-Audit)

- a) Balance Sheet (B1)
- b) Budget to Actual (B2)
- c) Comparative Income and Expense (B3)

Reports:

1. Executive Director's Report – Attachment C
 - Changes to the State Aid Application Process for Federated Library Systems – Attachment D (also found in the Office of Commonwealth Libraries LibGuide)

Old Business:

1. Review Draft 2 of System Member Library Agreement – Attachment E

New Business:

1. Review proposed edits to Bylaws (no action requested at this time) – Attachment F
2. ***Action Requested: Revision of STAR Policy (Attachment G)***
Revised to remove a specific reference to Claremont, and to remove the automation option for STAR Institutional Service renewals (loan periods are already 56 days).
3. ***Action Requested: Revision of Bids, Quotes and Contracts Policy (Attachment H)***
Revised to make clear who needs to follow this policy, and moves all exceptions to the top. Added language about where threshold dollar amounts are derived from, and eliminates references to the dollar amounts quoted in the law, which are superseded by authorized adjustments based on the Consumer Price Index and posted on the Pennsylvania Code & Bulletin website.

4. **Action Requested: *Release of Document Marked Confidential (Attachment I)***

Request Board approval for Bernadette Lear to use a February 2003 report from the Finance Committee labeled *Confidential Information – For Cumberland County Library System Board Member & Member Library Board Review Only*.

Updates:

1. **News from County Commissioners – Commissioner Jean Foschi**
2. **News from Member Libraries**
3. **Recognition of Visitors & Visitors' Concerns**

Attachments:

- A. **Meeting Minutes**
- B. **Treasurer's Report**
- C. **Executive Director's Report**
- D. **Changes to the State Aid Application Process for Federated Library Systems**
- E. **Draft 2 of System Member Library Agreement**
- F. **Proposed Bylaws Edits**
- G. **STAR Policy Revisions (Proposed)**
- H. **Bids, Quotes, and Contracts Policy Revisions (Proposed)**
- I. **September 22, 2003 Finance Committee Meeting Minutes (Marked as Confidential)**

CCLS Board Meetings

(4:00pm, 400 Bent Creek Blvd, Mechanicsburg PA)

- 1/12/2026
- 2/9/2026
- 3/16/2026
- 4/20/2026
- 5/18/2026
- 6/15/2026
- 9/21/2026
- 10/19/2026
- 11/16/2026

Finance Meetings

(4:00pm, Online)

- 2/23/2026
- 6/1/2026
- 8/24/2026
- 9/28/2026