



DAUPHIN COUNTY BOARD OF COMMISSIONERS

WORKSHOP MEETING

OCTOBER 20, 2010

10:00 A.M.

MEMBERS PRESENT

Jeff Haste, Chairman
Mike Pries, Vice Chairman
George P. Hartwick, III, Secretary

STAFF PRESENT

Chad Saylor, Chief Clerk; Marie E. Rebeck, Controller; Janis Creason, Treasurer; William Tully, Esq., Solicitor; George Connor, Community & Economic Development; Dave Schreiber, Personnel; Randy Baratucci, Director of Purchasing; Joe Cardinale, Solicitor's Office; Faye Fisher, Director of Personnel; Leila Brown, Solicitor's Office; Amy Richards, Commissioners' Office; J. Scott Burford, Deputy Chief Clerk; Kay Lengle, Personnel; Gary Serhan, Deputy Controller; Brenda Hoffer, Commissioners' Office; Jena Wolgemuth, Commissioners' Office and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

John Mizerak, Stephen Hetrick, Dr. Michael Hanes, Richard Bowra, Bruce Senft, Jim Roxbury, Karen Cullings, Sandra Pell, Carrie Cleary, Derek Knaub and Lisa Bitterman

MINUTES

CALL TO ORDER

Mr. Haste, Chairman of the Board, called the meeting to order at 10:19 a.m.

MOMENT OF SILENCE

Everyone observed a moment of silence.

PLEDGE OF ALLEGIANCE

Everyone stood for the Pledge of Allegiance.

APPROVAL OF MINUTES

Mr. Haste: We have several sets of meeting minutes that we'll take up at next week's Legislative meeting.

PUBLIC PARTICIPATION

Mr. Haste: We are at the point in time in the meeting for public participation. Is there anyone in the audience that would like to address the Board at this time? (There was none.)

DEPARTMENT DIRECTORS/GUESTS

A. John Mizerak of Delta Development Group

1. Intergovernmental Grant Program Application for the Dauphin County Redevelopment Authority's Comprehensive and Strategic Redevelopment Plan

Mr. Connor: My name is George Connor and I'm the Deputy Director with the Redevelopment Authority. I'm here today with John Mizerak of Delta Development. He is going to present on an Intergovernmental Grant application for the Redevelopment Authority for our comprehensive and strategic plan.

Mr. Mizerak: Again, my name is John Mizerak. I'm with Delta Development Group. We have been hired by the Redevelopment Authority to assist them in preparing a comprehensive and strategic redevelopment plan for the County. We have assisted them in the preparation and submitted an application to the County for the Intergovernmental Cooperation Grant Program. The Authority, itself, is seeking \$50,000 in this grant program. It will be used again to help with the development of this comprehensive and strategic redevelopment plan. More specifically, the funding will be used in the areas where the Redevelopment Authority and the County will work intimately with 39 municipalities in your County where we will work to meet with them, have them help us identify where any Brownfield properties are and any type of blight that might be within the County that would be a focus of the plan itself. After identification, we will work with them to help prioritize where those properties are. Once those properties have been identified and prioritized, we will be working with the Redevelopment Authority initially to move forward with implementation of actually redeveloping two of those properties. The two properties would come to the top as priorities, we will then work with the Commissioners, the Redevelopment Authority and those applicable municipalities to actually get those properties redeveloped. The

Redevelopment Authority has worked with the State to identify some funding sources that could be leveraged along with this \$50,000 Intergovernmental Cooperation Grant request. An application was submitted last week, after working with Department of Community & Economic Development, in the amount of \$50,000 to help assist with the preparation of this plan. The plan itself there is a number of criteria in your grant application and the application does address each of those evaluation criteria. We believe and the Redevelopment Authority believes that this project will hit each of those evaluation criteria to satisfy the program. With that I would be happy to answer any specific questions that you may have regarding the project or regarding the application.

Mr. Haste: Once you have all the sites inventoried are you going to talk about what is there and what is not there and the needs for that site?

Mr. Mizerak: Yes, the process that we will undertake once we take a look at those properties is to see what the existing conditions are on those properties identified. If there are any environmental issues or blight issues, what type of infrastructure needs might be required for that site for those sites to be redeveloped so that we can use that, along with a number of other criteria that we will develop through the process to prioritize those sites. Once the two properties have come to the surface, we will actually work with our team and the Redevelopment Authority for those properties to develop site plans, identify specific infrastructure needs, transportation, sewer, stormwater and actually do preliminary specs out and cost estimates so that the true actual costs of redeveloping that property will be complete for those two priority properties.

Mr. Haste: Once we have that comprehensive list developed, how are you going to get that information out to entities in particular? How are you going to get back to the municipalities and how are you going to get it out there so that potential developers will have an interest and know of these sites and what is there?

Mr. Mizerak: We will work with the municipalities to communicate back to them once the list is compiled. There will be an electronic database that will have all of the information available that the Redevelopment Authority will have. In regards to communicating to the development community, on the two specific projects, we will be assisting the Redevelopment Authority with the preparation of a RFP that could be sent to those potential developers for those properties. We will help prepare that RFP, help them market the RFP and help them evaluate the responses that they get for those top two properties. In regards to the advertising of the comprehensive list once it is done, George, I'm not sure if you have an answer for that, but I would anticipate that the Redevelopment Authority would want to use that as a tool.

Mr. Haste: That is only two. Let's say that there are 50 sites, what are we going to do with the other 48?

Mr. Mizerak: The comprehensive database that we would be providing to you with all of that information will be available and I would assume that the Redevelopment Authority would then utilize that to move forward beyond those two properties.

Mr. Haste: I would hope that with that list that we get that out to the building trades and any developer list. I would make sure that it is on a website and we clearly make that known so that potential developers, there are developers who specialize in this, will know and would make it easier for them to be able to go through there and find it and redevelop that site.

Mr. Hartwick: We got a committee that is going to be looking at project specific issues and really trying to focus on the details of what it's going to take along with the team that has been assembled to see these projects come to reality. One of the things that we had some initial discussions, Gary Lenker, Paul Navarro, Matt Tunnell and myself, to host an event with all the stakeholders to unveil the plan. We would invite realtors...

Mr. Haste: The plan meaning all of them, not just the top two.

Mr. Hartwick: The entire 50. To make it a presentation to the larger development community and also invite local municipalities who are interested and who are working along with this project team to see where their projects might rank in the overall County perspective and to invite the media, as well as stakeholders, to identify the areas that could be priorities in redevelopment, which they may be interested in project #49 if somebody is in the audience that if it is on our list we would have that move up considerably.

Mr. Haste: That is my thought. This is a great project, but if it doesn't go beyond the two, it is not that great. Once we have that information we should be able to get that out there and let the private sector take advantage of that. We don't know and you're right it might be #49. Any project is better than not having it done at all.

Mr. Hartwick: I would suggest that kind of event be hosted by the Redevelopment Authority once we finalize the plan.

Mr. Pries: I think this is a fantastic idea. In fact, just to clarify under Brownfield, Grayfield blight, you are also referring to housing that is out there and buildings such as 3,000 to 10,000 square foot facilities that have been sitting vacant for two, ten, etc. years. Those will also be part of this list.

Mr. Mizerak: Absolutely. We would be looking at any type of property whether it is commercial/industrial and there is definitely a heavy focus on housing as well. It would run the gamut of those examples.

Mr. Pries: That being said I can think of at least 50 properties around the County, just from driving around, especially those facilities that I mentioned, the 3,000 to 10,000 square foot facilities that lie vacant and then right down the road somebody builds a brand new one that is of similar size and you wonder why didn't they go in the one down the street. Obviously there are costs associated with renovating them, but that has always been a pet peeve of mine. I've been saying that since I've gotten in office and

will continue. There are too many vacant buildings out there that could be utilized. I'm glad that we are undertaking this. I think it is a great idea.

Mr. Saylor: Do we have on hand a list of potential sites that you expect to be looking at?

Mr. Connors: Yes, we have some sites.

Mr. Saylor: Can you provide that to me?

Mr. Connors: Yes, I can.

Mr. Hartwick: This is going to give us a full and comprehensive view of the County, those sites and properties. That is part of the entire study. The \$50,000, the County has had this program established since I've been a Commissioner and this year the full amount is still in the fund, which is not good as it relates to the idea of regionalization and folks working across municipalities. While I believe this project certainly qualifies, I can think of no better comprehensive way to plan for redevelopment and blight than to do a planning process with 39 municipalities to pull together a plan for redevelopment. I think it clearly qualifies as one that is going to have my support.

Commissioners: Thank you!

B. Dr. Michael Hanes, President and CEO, Whitaker Center

1. Update on the Whitaker Center for Science and the Arts

Dr. Hanes: My name is Michael Hanes and I'm President and CEO of Whitaker Center. I thank you for this opportunity to give you some information on what has been happening at Whitaker Center. In your folder is a one-page sort of bullet summary of some of the exciting things that have happened in the last 12 months. It is a selected list. It is not an extensive list of major accomplishments.

I wanted to start off by saying that the Whitaker Center takes its mission seriously. We do see ourselves as a center for artistic, educational, cultural and scientific activities in this region. Our goal is to enhance the quality of life and also to promote economic vitality. As you can see we have grouped our activities into three categories.

First of all, I wanted to share with you some of the really exciting news about the programs that we have developed just over the last two years. In all cases they are really unique and distinctive to this region and in some cases distinctive to the entire United States. I'll begin with a program that is funded by the PNC Foundation called *Grow Up Great with Science*. We have been funded over two years for almost \$400,000 to work with 200 HeadStart teachers in the Central Pennsylvania Harrisburg region to improve science education in HeadStart classrooms. We are now in the second year of that project. Last year these teachers developed nearly 200 lesson

plans in one year that they shared among themselves to improve science education in their classrooms. We are very excited about this project and hoping that a third year of this program will actually be expanded beyond the Harrisburg region and reach out to other parts of Central Pennsylvania.

Secondly, we are now in the second year of *Surgery Live!*, actually entering into the third year. It is a unique program. There are only four programs like this in the entire United States; one right here in Harrisburg. Our program is unique, because it is the only program that involves a medical college. We are partnering with Penn State Hershey Medical Center to provide students the opportunity to actually participate in live surgery. They would interact with the surgical team as the surgeon is performing the operation and talk with all the staff in the surgical suite as the operation is actually going on. Right now, as a matter of fact, there is a live session going on at Whitaker Center. We have about 75 high school students who have come in with their teachers to interact with the surgical team at Penn State Hershey Medical Center. That program is funded at \$525,000 for four years by Highmark. As I said it is one of four programs like this in the entire United States.

We've also received two grants for an exciting new project that is just in its infancy called *Expedition Chesapeake*. For a number of years the Chesapeake Watershed has been struggling to find ways to improve the health of the Chesapeake Bay. We were brought to the issue and when I talked to the scientists about what is the challenge, the real challenge is educating the public and helping the public understand how they can play a role in beginning to restore the health of the Chesapeake Bay. Scientists will also tell you that it is not the Bay that needs to be healed, it is the Watershed. If all of us in the Watershed don't act the Bay will continue to be polluted and will continue to have problems. We all need to be working on this. We saw this as an educational opportunity. Our involvement really is as an educational institution. We are very excited about the opportunity. As you can see we have \$500,000 in commitments from three State agencies. We are looking forward to moving that project along with the production of an IMAX film over the next three years.

Last year we opened another new gallery in the Science Center called *Carnival of Health* funded by Capital Blue Cross and local donors. We began opening our first gallery in February 2008. We have opened a new gallery every year since then. We'll open another new gallery in February 2011. These galleries are giving us an opportunity to really invest significant resources in the Science Center to sort of renew the Science Center from top to bottom. As you can see, we have already invested nearly \$2 million in new Science Center exhibits just in the last two years alone. We will be investing another \$500,000 as we build and install that particular gallery.

Another part of our mission is to provide and support performing arts programs. I do think it is well-known that Whitaker Center actually puts its resources on the line in bringing performing artists to Central Pennsylvania. Last year we reduced our funding for our performing arts programs, because we had been incurring a significant deficit of about \$100,000 to \$150,000 a year in performing arts programs. We really thought we

couldn't continue that. Last year we invested \$550,000 to bring artists to Central Pennsylvania and because of our very astute selectivity of the artists and marketing efforts, we actually generated a surplus of \$180,000, a significant \$300,000 turnaround in just one year in the performing arts programs. We believe that is the challenge that we stand up to every year and continue to bring in very high quality performers who have an audience in this region and provide the diversity of programming that we have become known for. So, we are very proud of that particular accomplishment.

I think Whitaker Center has been known for its enthusiastic fundraising from day one. A lot of people said it would never be built and when it was finally built a lot of people felt that it would just not survive, because of the cost of running such a wonderful facility. I can tell you that we will continue to raise between \$1.1 and \$1.3 million every year to support operating costs. That is not to support facilities or other kinds of actions. It actually supports the operation of the organization. Believe it or not, fiscal year 2010, which just ended at the end of September for us, was the most successful of the last three years. 2009 was a very challenging year for everyone, but we continued to raise between \$1.1 and \$1.3 million during that period of time.

We also have a campaign that has been going on since 2005. It began with a significant gift from the Whitaker Foundation. There hadn't been a lot of activity until January 2007 when I arrived and since that time we have worked very hard to raise funds for the campaign. There are two primary goals. One is to fund the renewal of the Science Center and the other is to build an endowment. As you know an endowment is critical to a non-profit organization. Our goal is to add \$25 million to our endowment over the next six to seven years. We are very proud of the fact that we are now at about \$12.8 million out of the \$25 million that we hope to raise over the next few years. Those resources are really critical to the future of Whitaker Center in terms of what we are able to do to renew the Science Center, the roughly \$2 million we've invested or almost \$2.5 million when we get done with the next new gallery. All of that is coming from this Excellence and Innovation Campaign initiative raising \$6.8 million since 2007. We are very proud of the work that we have done there.

At the same time we strive to be good stewards of the resources that we have. We recognize that people who invest in Whitaker Center expect us to manage those resources the best we can. One of the things that I am very proud of is the work that we have put into our energy conservation program. We began almost two years ago with a comprehensive energy audit of our facility. It is 120,000 to 130,000 square feet of space. A lot of it is open space. It is very difficult to control the energy use in large open spaces, as you know. I can tell you that after implementing recommendations of that energy audit we actually saved 30% of our energy costs immediately in our administrative offices across the street at 225 Market Street. We also reduced energy costs in Whitaker Center itself by 25%. Combining that represents about \$6,500 a month in energy expense that we have eliminated. We have a comprehensive plan to completely do our heating and air conditioning systems and to make some other renovations to the facility to make it even more energy efficient. With an electric bill that runs at about \$250,000 a year, that certainly is one of the areas that we need to be

working hard to make sure that we are being as efficient as possible. We've also significantly reduced operating expenses in a variety of areas. We restructured the organization. We eliminated marginal performing arts program offerings, but yet at the same time we have maintained the diversity and the range of public programs that we've become known for. Since 2007, to give you some idea of what this means in terms of dollars, we actually reduced our expenses by 27%. In the last year alone we reduced our expenses by \$760,000 or 13% and still maintained the same range of programming that we've always offered. Also, to give you some understanding of our financial situation, in 2007, our deficit for the year was \$1.3 million. In 2010, the deficit was \$261,000.

Mr. Haste: Is that an operational deficit?

Dr. Hanes: Yes, we have worked very hard to move towards a balanced budget and ultimately we need to move to a surplus budget if we are really going to build for the future. You know how important that is. I don't have to explain that at all. We are very proud of the kinds of changes that we have made in our budgeting and accounting procedures to keep track of where our expenses are and to really make sure that every dollar that is invested at Whitaker Center is spent very wisely and efficiently in bringing about the kinds of programming that Central Pennsylvania has come to expect of Whitaker Center.

We are very pleased to have been recognized recently by some of the local media. What probably is most important to us is that this recognition comes from the public, not from the publishers. The public voted for Whitaker Center as being an outstanding place and we are very pleased with that. Again, as I said, our goal is to stretch every dollar that we receive and get the most from that investment, not just for the operations in general, but for the public most importantly. As you know, we touch about 400,000 people each year through all of our different kinds of programs that we offer. They come from State College and the New York border to the Maryland border. They all come to Harrisburg to the Whitaker Center to participate in the kinds of programs and activities that we offer here.

Thank you very much for this opportunity. I appreciate it very much.

Mr. Haste: Attendees, how has that been over the last couple years?

Dr. Hanes: Actually in the last year the junior admissions to the HARSCO Science Center have increased. There is an interesting trend occurring. It used to be one out of every three visitors to the Science Center was a member. Now it is one out of two. We are seeing overall general admissions increase over time, particularly in the last year. I think it has to do with the investments we have made in the Science Center. It is new and exciting. Families enjoy coming and the word is getting out that it is an interesting place to be, because things are changing.

Mr. Haste: Of the attendees, what mix is school-related and public?

Dr. Hanes: We see about 35,000 school student visits a year through field trips. That is about a third of the total attendance to the Science Center. They come from over 40 different counties. It is a great field trip destination for students. I don't think I mentioned that over 1,000 students have participated in *Surgery Live!* in the last two years, 550 last year alone. That program will continue to grow to the point where we are offering as many as 40 different sessions during the course of the year, offering four different surgeries that students can participate in.

Mr. Haste: I had asked the Ned Smith Board to reach out to you and to try to coordinate certain events and functions. Is that working?

Dr. Hanes: I've actually visited with them and I think we had good conversations, but we haven't had any real concrete action yet. We are looking forward to that.

Mr. Haste: Didn't they have a fundraiser that took in both locations last year? With Audubon?

Dr. Hanes: The Audubon has been very much involved with us. In fact, we just recently met with the Pennsylvania Director of Audubon and talking about how they might partner with us in educational programming.

Mr. Haste: I would encourage that again. These are two great facilities and if we can get the two working together.

Dr. Hanes: I remember your recommendation to me, if it wasn't the last time it was the time before that. I have been up and visited with them, spent a day up there just getting to know their facility and programming.

Mr. Hartwick: What is your relationship with Hershey Harrisburg Regional Visitors Bureau in knowing and understanding the times of events that are coming to Harrisburg and potentially coordinating some events? We got Keystone State Games coming next year. How you are defining your programming around what else is happening in the region? Are you putting together packages so when people do arrive here in Harrisburg that the Whitaker Center is part of the equation?

Dr. Hanes: I think we actually work with three different visitors' bureaus in this region. We meet with them on an ongoing basis and share with them what we are doing and they share with us what is going on. In the last year we provided materials to be put into welcome bags for large groups coming to the region for sporting events and other kinds of things like that. What we try to do is to make sure that there is something of special interest to those groups when they are coming into town knowing that if they have a few hours and they want to get away that we would like to have them come and visit.

Mr. Saylor: Earlier this year we had the challenge of swearing in three new County Judges. Dr. Hanes in particular, and the folks at the Whitaker Center were very helpful in helping us put together a very nice ceremony to welcome three new members of the bench. We were very appreciative of that.

Commissioners: Thank you!

C. Richard Bowra and Bruce Senft of the Dauphin County Library System

1. Update on the Dauphin County Library System

Mr. Senft: I want to thank you. We appreciate this opportunity to come in and brief you on the operations of the Dauphin County Library System. I'm Bruce Senft, the President of the Board of Trustees of the Dauphin County Library System. This past year, in many respects, has been a record-breaking year for DCLS. You will hear more about this in just a minute. I would be remiss if I did not recognize that these accomplishments could not have occurred without the generous support of the County and its citizens, both in terms of the Library Tax that we benefit from, as well as the supplement that you provided to us to bridge the years 2009 through 2011 and the many volunteer hours that the citizens of Dauphin County provide in support of the Library. We are very appreciative of that. I want to welcome Commissioner Pries as our liaison commissioner. We look forward to working with you in the future.

Our dilemma is not unlike the dilemma that you face and many of the County agencies face. We are looking at major increases in utilization of our services, which is a great thing. We face some very serious funding challenges, especially related to State funding. We recently completed our annual Board Retreat. I want to thank Commissioner Haste for being present during that Retreat. Your comments were very insightful and very helpful. I think Jeff can attest to the fact that our Board is seriously committed to doing whatever we need to do to meet these challenges head on and do so in a fashion that will continue to maintain the quality of services that we provide to County residents. At this point I would like to turn it over to Rich Bowra, our Executive Director.

Mr. Bowra: A lot of what Dr. Hanes said is things that we could say as well, in terms of services to the County. We continue to run parallel systems in Dauphin County. What I mean by that is the printed material and items that you check out, audio visual and so forth, but also the electronic. Libraries often get well we have Google now, we have the Internet, are you still relevant? Last month our increase in use of materials going out the door was 13% compared to the year before. We will loan close to 1.2 million items out the door this year. We expect in 2010 that we will have more than 600,000 hits to our website. We are really looking at the virtual visit as being very important as well. As you all know, we did a lot of capital improvements in the last couple of years. I'm pleased to say that those are done. I'm also pleased to say that we did those with raised money. When we did our most recent unveiling in Hummelstown, we were able to say that was open debt free thanks to the generosity of grants and the community.

This has been instrumental in allowing us to continue to provide strong services to the County.

Some things that we have done in these past several years, we are now well underway with our Volunteer Coordinator to get more volunteer efforts. We have a new Youth Services Program and Outreach Coordinator. We have a web manager to increase our web presence. We want our web not to be an electronic bulletin board, but a much more interactive site for the public as well. Technology continues to be a very important part of what we do. We were able to expand our network speed from crawl to a viable network in this past year. During the same period with the supplement and the County tax, we have unfortunately lost more than \$500,000 from State funding as well. There is a give and take there. Our focus going forward, putting it in a nutshell is on several different flavors of literacy, if you will. It comes in different shapes and sizes. There is basic literacy, civic and social literacy, financial literacy, health literacy. I'll be attending a program in a couple weeks that United Way is putting on, on health literacy, and information literacy, which is access and proper techniques to get your information. This is a platform that our State Association is putting together that we will be certainly following.

Basic literacy, there is really a need in Dauphin County for Library programming that focuses on the best practices and early learning in Dauphin County. There are 19,675 children from birth to age 5. Family and community factors affect how well young children learn, leaving at risk children behind. Research has shown that children affected by risk factors such as poverty, family status or a poor school system are more likely to enter school behind their peers, struggle in school or drop out altogether. Risk factors such as the following can hurt a child's chance of doing well in school: low income families, young mothers scoring below proficient on the rating tests and things of that sort. What we are putting together, you will see in your packet, is a piece called Dauphin County Library System: Addressing Dauphin County's Literacy Deficit. What we are looking to do is to be the hub of early learning in the County. To do that, we must implement new and innovative ways of doing our business. We want to set the stage of offering our program and outreach to a level that would position us as the forefront institution for helping families and practitioners build successful futures for the children of Dauphin County. One of the things our Youth Service Coordinator is doing and we've written a State grant to help us do this even further is to benchmark our Library programs for children to State educational standards; State standards for early learning, which are supported by research and model programs that have demonstrated success. We are going to be expanding programming to the ages of birth to 6 years and their parents and caregivers. We want to build more partnerships with the early childcare and education community. We want to be serving children and families at a time in the child's life when families often have the least support. That is going to be a major focus in the years going forward. One of the discussions that we had with Commissioner Haste a little while ago is getting the word out to the community about our current programs and some of the new initiatives that we are doing. We are going to be reenergizing our efforts to do that. Tomorrow evening we will be making a presentation to the Upper Dauphin COG on the Library programs and services. We are

working with our Board members and senior staff to form a speakers' bureau to get out to service clubs and institutions. As I said to Commissioner Pries the other day in our initial meeting, we want to be at the table with County and local government and other agencies and be part of the solution to any and all of the issues in Dauphin County that need attention. I've already made notes that we want to talk to Dr. Hanes, the folks at the Ned Smith Center and look at some potential partnerships there.

I want to add my thanks for all the support and interest that the Commissioners have shown and as we go forward in the coming years. Bruce has some concluding comments and then we will be more than happy to take any questions.

Mr. Senft: As we continue to face these tough economic times and we hope that they will improve and I have every confidence that we will, but the State has its issues as well. We have to anticipate that there will be continued funding cuts that we may have to face with respect to the State. On the flip-side, we have been extremely fortunate to do all these necessary capital improvements by raising the dollars that we need to provide these new facilities or upgrade these facilities. These are very important to us in terms of making our operations more efficient and more cost-effective for us, as well as providing a good experience for the citizens. What we want to try and do is kind of leverage that capacity now and turn toward looking at fundraising opportunities to increase our endowment fund, as well as other opportunities to support the operations of the Library System as kind of a stop gap anticipating these types of funding issues that we'll have to deal with. The Library is so very fortunate, when I talk with other trustees from other libraries, to have the kind of working relationship that we do with the county commissioners. That goes a long way to making our operations successful. We hope and trust that you have a better comfort level or increased comfort level about how we are doing that to the point that you will be willing to continue your support for us in the fashion that you have. If you have any questions about the material, now or in the future that we have left behind, we are always open to your ideas, comments and suggestions.

Mr. Hartwick: One of the things that I noticed, I see in all of your facilities that the borrowing has gone up in almost each one of those facilities, has that subsidized the operating expenses, is it for new investments or is it a matter of the financial structure on when payments are coming due?

Mr. Bowra: The chart that you have shows the items out the doors.

Mr. Hartwick: I'm looking at the percent of total borrowing in a finance perspective rather than the actual loaning out of materials. I'm more concerned about the finances.

Mr. Bowra: One of the things that Bruce mentioned, I'll just elaborate on. We were the recipient of a bequest this past year of about \$100,000 from a retired school teacher in the Harrisburg School District. As a Board, we have now used that as the seed money to create an endowment to help us fund the children's services that we are doing. We

have done a number of endowments to help fund what we are doing and planned giving will be another area of concentration in the coming years.

Mr. Hartwick: Is there any information in here related to your overall financial picture of those facilities and the overall Library financial picture in general?

Mr. Bowra: What we are doing now is Sandra Pell is our financial person and she is currently putting together our draft 2011 budget and dissecting all of the capital projects out of the 2010 budget and that will give us a very clear picture in the next month or so. As we have that we will certainly share that with the Commissioners.

Mr. Senft: We could also provide you with a copy of the most recent audited financial statements for the Library. We do that each year and that will give you a pretty good picture of the operations.

Mr. Hartwick: I know you heard the Whitaker Center, have you taken a look at other internal operational costs like energy efficiencies and all of those things at each one of your facilities to be able to reduce your energy costs. When we talked about some of these issues three years ago, I want to know if we made any advances in those areas in attempting to resolve some long term internal expenses.

Mr. Bowra: What we have done is when we were here a few years ago; we worked with Scott Burford and Chad, looking at our health insurance, telecommunication costs, equipment purchases and things like that. We were found to be very competitive in those areas. We have done some retrofitting in our Library at Colonial Park such as energy efficient lighting. We have increased the insulation in that facility and replaced the heating and cooling system with a more energy efficient system. It needed to be replaced to help in that respect. That is our main facility of around 32,000 square feet. We did the same thing at our building downtown; the historic building of 1914 was not very well insulated. There are a lot of retrofits to that building as well. Certainly our new facility in Hummelstown has done that as well. We've had some conversations with outside providers who have talked about solar as a possibility and talking about solar as helping pay for some other improvements that we have. We are still doing some research into that respect as well.

Mr. Hartwick: I would suggest that you do an energy audit for all of your facilities.

Mr. Bowra: The buildings that we have done the improvements to are: East Shore, downtown and the new building in Hummelstown. We still have to do some work with the other facilities. The other thing that Commissioner Haste mentioned the other day Derek, our IT Director, should get in contact with your IT department to look at the possibility of leasing technology as opposed to purchasing technology and look at the cost benefits of that as well.

Mr. Pries: What Commissioner Hartwick is specifically asking is will there be an energy audit done for all of your facilities, not just the new ones. Obviously the new ones have

upgraded technology to make them more efficient. The Alexander Library in Hummelstown and the East Shore Library just opened in May and McCormick in 2009, there are several other ones as well that should be brought in. We just did an energy efficiency audit and upgrade here at the County and I think you should look into tying into those folks. Chad, if they could talk to you about who to contact. In addition, the cuts you faced over the last two years from the State, we're looking at 20% the one year and then...

Mr. Bowra: 20% two years ago and 10% this year and over the three year period that has equated to about \$500,000 decrease in State funding.

Mr. Pries: What you guys have been doing for the last several years and your staff is doing a great job of it is that you are doing more with less, which has been a theme of the prior Board and this current Board. You guys have been living that year-to-year. I think it is an outstanding point that the Commissioner brought up about the energy audit, because we found significant savings here in our County buildings. I commend you guys on all the great work that you are doing. There a lot of people that come into the libraries on an annual basis that utilize services that otherwise they wouldn't have. Thank you!

Mr. Haste: I went down to the meeting at the Hummelstown Library and I was impressed. I got there around 4:00 or 4:30. It was quite busy. I was impressed for a new Library to see that kind of activity.

Commissioners: Thank you!

D. Stephen Hetrick of Retirement Collaborative

1. Deferred Compensation: Plan Document Amendments

Mr. Hetrick: I'm Stephen Hetrick, the Investment Advisor with Retirement Collaborative. We are the advisor for the Deferred Compensation plan. The Plan Document is the document that governs the deferred compensation plan. Periodically, as regulations change, amendments can be made and adopted for the plan document. Alliance Benefit Group is the record keeper for the deferred compensation plan and they put forth some amendments that can be acted upon. The VBEC has reviewed these amendments. They have been sent to the Solicitor's Office and I'm just here to follow-up to see if you have any questions regarding those amendments prior to vote on them next week. I think I answered quite a bit of your questions on an individual basis.

Mr. Pries: You have answered all of my questions thoroughly and I appreciate you taking the time to answer those questions as they came up. I don't have any additional ones at this time.

Mr. Hetrick: My understanding is that you will be voting on the amendments next week. I spoke with Scott and he will put them on the docket for next week.

Mr. Pries: Mr. Tully, is that correct? We will be voting on that topic at the next meeting.

Mr. Tully: Yes, they are being reviewed by Bruce Foreman and should be ready for a vote next week.

Mr. Hartwick: I have none that I haven't already asked.

SALARY BOARD

A complete set of Salary Board Meeting Minutes are on file in the Commissioners' Office.

PERSONNEL

Ms. Lengle: Are there any questions on the items in the Personnel Packet? (There was none.) I have nothing that needs a vote today.

Mr. Haste: Are there any changes?

Ms. Lengle: No changes.

PURCHASE ORDERS

Mr. Baratucci: The Purchase Order Packet was distributed yesterday. You should all have a copy in your possession. There are a few minor budget adjustments that will be made. Unless you have any questions on that today, it will be forwarded to next week for your approval.

In addition to that I just gave you each a copy of two Blackberry Requests that came my way by Mr. Guenther's Office. One of them is for Work Release and will be paid for out of Supervision Fees. I assume that will not be an issue. The other one is for Troy in the Court Administration Office. That would be paid for out of the General Fund and would be added to our County plan. These requests have been approved by Carolyn. You can discuss them until next week at which time a vote will be requested. One will be added to our plan and paid for out of General Fund money and the other would not.

Mr. Hartwick: It still would be paid for by non-personal dollars.

Mr. Baratucci: This one would go on our County plan, the bill that we pay every month. We have I believe 16 Blackberrys on there. This would be an additional one. He currently has a cell phone. The other one is for Work Release, they have their own separate plan all paid for out of Supervision Fees.

Mr. Hartwick: Could I take a look at the 16 people that are currently on the Blackberry List?

Mr. Baratucci: I can give you that list. I talked with Tom. Carolyn approved it and asked that you bless it as well.

TRAINING PACKET

Mr. Haste: I don't believe there is anything that needs to be approved today.

Mr. Saylor: Correct.

ITEMS FOR DISCUSSION

(There was none.)

SOLICITOR'S REPORT – WILLIAM TULLY, ESQ.

Mr. Tully: I have no changes to the draft report. I would be happy to answer any questions. (There was none.)

CHIEF CLERK'S REPORT – CHAD SAYLOR

Mr. Saylor: I have nothing unless there are questions of me. (There was none.)

COMMISSIONERS' COMMENTS

(There was none.)

PUBLIC PARTICIPATION

Mr. Haste: We are again at the point in time in the meeting for public participation. Is there anyone in the audience that would like to address the Board? (There was none.)

ADJOURNMENT

There being no further business, it was moved by Mr. Pries and seconded by Mr. Hartwick that the Board adjourn.

Respectfully submitted,

Chad Saylor, Chief Clerk

Transcribed by: Richie-Ann Martz