

GOVERNOR'S ADVISORY COUNCIL ON LIBRARY DEVELOPMENT

MARCH 27, 2014

Green Room, Forum Building

HARRISBURG, PENNSYLVANIA

MINUTES-APPROVED AS EDITED

Present: David Belanger
Marsha Everton
Dr. Robert Gallivan
Mary Garm
Allison Mackley
Sharon McRae
David Mitchell
Cynthia Richey

Members Excused: Louis LaBar
Larry Nesbit

Ex-Officio: Stacey Aldrich, Deputy Secretary & Commissioner for Libraries

Office of
Commonwealth
Libraries Sandra Edmunds, Chief, Division of Subsidies & Grants, Bureau of Library Development
Rita Jones, Executive Secretary, Office of Commonwealth Libraries
Alice Lubrecht, Director, Bureau of State Library
Linda Rohm, Education Admin Specialist, Bureau of Library Development
Susan Pannebaker, Director, Bureau of Library Development

Guests: Joseph Sherwood, Executive Director, Chester County Library System

1. Welcome & Introductions

Richey called the meeting to order at 9:05 AM and welcomed all in attendance. Aldrich led a swearing-in ceremony for the newly appointed Council members. New members include Sharon McRae, Allison Mackley, and Marsha Everton. Council members, staff of the Office of Commonwealth Libraries, and visitors introduced themselves.

2. Approval of Minutes of the January 31, 2014 Meeting

MOTION: Approval of the minutes as submitted
MOVED BY: Robert Gallivan
SECONDED BY: David Belanger
VOTE: Unanimous

3. Chair's Report – Cynthia Richey

Richey began her report by summarizing the strategic planning session that was held in October during the Pennsylvania Library Association (PaLA) Annual Conference. The session concluded with the goal of focusing on three specific areas in the upcoming year. The focus items are policies, leadership and data. The most logical step is to focus on policies one at a time. The first policy suggested on which to focus on is the statewide library card followed by waivers for state aid standards as a 2015 focus. Richey will form a task force with this charge. The focus item of leadership involves communication with the public and the education of others on the role of the GAC. Two important steps include working on defining the role of the GAC and encouraging interaction between systems and

districts. Richey stated that advocacy is important for budget line items, library access funds, POWER-IDS funding streams and funding for the State Library. Richey suggested attending National Library Legislative Day scheduled this year for May 6, 2014. The final focus area, data, is important as many of today's decision making processes are data driven. An important project for libraries includes broadband connectivity for both staff and patrons. Data collected can be used to leverage funding and improving standards by asking questions and fostering a statewide discussion.

Richey summarized Committee assignments as follows:

Bylaws – Bob Gallivan, Chair; Marsha Everton (Aldrich & Edmunds as liaison)

Legislative – Mary Garm, Chair; Lou LaBar; David Mitchell; Bob Gallivan & Allison Mackley (Aldrich/Edmunds)

State Library – Larry Nesbit, Chair; David Belanger; Bob Gallivan (Lubrecht)

Certification – David Belanger & Larry Nesbit (Edmunds)

Policies – Mary Garm, Chair; David Belanger; Larry Nesbit & Sharon McRae (Aldrich)

Communication – Lou LaBar & Allison Mackley (Aldrich)

Richey, as Council Chair, serves ex-officio for all committees.

4. Overview and Update on State Library Projects – Stacey Aldrich

Aldrich's report was made available in print and is attached (Attachment A).

Statewide projects currently in progress include:

Broadband – Assessments are being completed on 75 libraries in most need of connectivity; micro-grants will be granted in order to update connectivity to those who need it.

Edge – The biggest question asked was “how do I know what I need?” training is being setup in 10 locations as education is crucial so the technology is not just sustainable but buildable

Pilot projects – Work is being done with several systems to support project to build new models; should have interesting information to share by the of the year

School Librarian Guidelines – The current exam for a school librarian is outdated and the questions must be upgraded. Gerhart is working with a team of experts to create a new draft of the guidelines in order to identify skills/knowledge needed to successfully manage a school library program.

Public Library Code – Work continues to draft new regulations that match the code and meetings have taken place with legal counsel, Sara Hockenberry; more draft language for GAC review expected at the June meeting.

Storytelling Toolkit – The toolkit will be shared at the Statewide Regional Leadership meeting in April for feedback from the systems and district library centers; it was developed as a way for library directors to more effectively communicate with their boards and community.

Law Library – The office of preservation will be completing restorative work and the law library will be closed June through December; focus is on the ceiling and lighting.

Film Forward – The State library was one of 8 recipients in the world to be selected to participate in the Film Forward project and free screenings and discussions will take place across the state; the State Library reception by invitation is planned for the evening of April 10th. The list of screening dates/times/locations was distributed and attached (Attachment B).

Comments:

- Gallivan commented that county commissioners should be included in the Edge training. Aldrich stated that Sue Suleski made the connection with the Governor's Office.
- Garm commended Stacey on her leadership as she is excited to see statewide results regarding the EDGE initiative
- Everton commented that the technology projects are a good fundraising tool since businesses understand the necessity of technology
- Garm questioned if PA Forward incorporated the toolkit to which Aldrich confirmed yes
- Lubrecht commented that the other renovations to take place within the building – bathroom update project and rain leader repairs – will not impact the hours the library reading rooms are open
- Discussion took place on how to raise funds with suggestions to create a foundation, partnership, or friends group
- Richey suggested inviting newly elected legislators to meet with GAC at the January meeting and tour the Rare Collections Library. Also suggested was to publicize the renovations similar to when RCL was completed.

- Mitchell suggested getting a state representative involved that has a personal commitment to libraries
- Aldrich concluded that lots of tours and events are important and anticipated. A sense of pride must be developed to generate interest and enthusiasmsince the collection has survived wars, etc. and is not just Pennsylvania history but U.S. history

5. Discussion Use of Mansfield funding – Cynthia Richey

Richey explained that the funding to build and maintain the Rare Collections Library is held at an account at Mansfield University (MU). The funds are controlled by the GAC and having the funds at MU creates an easier process to follow in order to pay vendors for services. The issue to discuss is how to control the funds should Nesbit retire. Aldrich explained that the State Library does not have funds to cover the \$67,000 required annually for maintenance contracts. Lubrecht and Snavelly, Rare Books Librarian, have created an RFP (request for proposal) in order to request an analysis study of the area. This area contains five unique systems that work independently and the study would define items such as what to pay attention to and any changes needed. Lubrecht explained that the study is expected to be a three month project. Aldrich explained that the study is needed in order to understand the sensor so the system is not damaged. Once the data is collected, then we can advocate for funds to preserve this amazing system. Richey concluded by stating that further discussion is needed when Nesbit is present.

6. Discussion Legislative Update – Mary Garm

Garm reported that increased funding for Access and the State Library were highlighted as advocacy priorities. Although Access is a primary focus, another piece is the Statewide Library Card. PaLA will re-introduce funds for the Statewide Library Card and PSLA is also advocating for the same. Also on the list include funds for POWER Library and an increase in IDS funds. As funds for IDS have decreased, libraries have had to reduce or drop out of the program. The public library subsidy has a proposed increase of \$500 thousand while the Libraries for the Blind and Physically Handicapped are hoping for level funding.

Comments:

- Everton suggested viewing a financial report for context
- Aldrich state that PaLA has funding charts with the past ten years and will send
- Richey commented that no increases have occurred since the year 2002

Garm concluded by inviting everyone to attend the upcoming National Library Legislative Day scheduled May 5-6. The registration for the event can be completed online and then PaLA schedules appointments for attendees with legislators. Advocating for funds at both the state and federal level is appropriate for GAC members. Richey also commented that training and talking points are available for participants.

7. Policy Task Force

Garm reported that the task force has had several meetings and its first area of focus is the statewide library card. Research will be conducted on current policy to find out what is outdated and no longer useful. This will be helpful in order to get clear on what exists, if it should be brought up to date and what strategic plans can be developed. The original intent was a reciprocal program so if an area received state-aid its resources would be shared with others.

Aldrich commented that when she met with district library centers & systems there was tension as some people were refused a library card. Libraries across the state are funded with local contributions, state funds, federal funds but this breakdown is not always clear. The laws state that service must be provided to all areas in the district but not all are doing so. All residents should have library service within 25 miles which is difficult without local support so some libraries are charging for services. It has become a tangled web as service is not equal across the state. A law exists in the library code that in order to receive state funds, the libraries must participate in the program.

Comments:

- Garm stated that reciprocity is a struggle
- Mitchell views state as a “patchwork quilt” since an area with no local support turns to a neighboring community which creates unfairness

- Richey stated that when funding was cut, libraries were under the false assumption that they did not have to participate
- Belanger commented that the cost to request a book has not increased in 20 years and the reimbursement was also complicated as it was for people that actually entered the library
- Everton questioned whether the growing usage of ebooks has been addressed
- Garm stated that these guidelines pre-date ebooks, so usage was not addressed
- Richey commented that subscriptions are paid by libraries and that there is a huge demand for ebooks
- Belanger stated that according to guidelines, ebooks can be considered “special collections” which can be limited

Garm stated that the goal is to have a draft policy at the next meeting. A “philosophy of statewide service” is important to develop upon which to base the policy. Aldrich stated that following the election the next steps to consider is either to re-launch the formula or crack it open and rewrite it completely.

Comments:

- Belanger asked if it is based on reciprocity or universal access – everybody get a card to use everywhere
- Garm stated some other pieces to consider such as can a library card be purchased and what does that buy
- Everton suggested part of the philosophy should be to facilitate collaboration
- Richey suggested the answer may be found in creating a level playing field and looking at the structure of systems and districts as a whole.
- Aldrich made a comparison to libraries in California where only four funding models exist. The differences and lack of clarity in PA creates tension. The goal should be “no matter who I am or where I live I can get what library access and resources that I need.”

Richey concluded that universal access is needed but it should be tied to local support.

Gallivan stated that more time is needed for updates to the By-Laws. He plans to have a draft for the June meeting. Everton is now a member of the By-Laws committee.

8. Discussion GAC Communication – Cynthia Richey

Richey identified three goals for improved communication with the field on which to focus on:

1. Document – for the new website which would include a description of the GAC
2. Compendium Article – the article would contain two sentence from each member describing a short bio and summary of their goals
3. Update at SWRL meetings – Garm would attend and provide an update at each meeting

Everton suggested a facebook page but was informed that it is not permitted. Richey suggested developing a crosswalk for paths of communication such as webjunction.

Rohm asked for clarification on the required amount of funds that should be used for collection expenditures. The requirement is 12% yet should state aid increase then should the collection expenditures also increase by an equal percentage. This is calculated at the system level and e-resources are included as part of the 12%.

MOTION: Motion to keep collection expenditure requirement at 12%
 MOVED BY: Robert Gallivan
 SECONDED BY: David Belanger
 VOTE: Unanimous

9. Comments from observers

Sherwood had some comments for the group based on the discussions:

- Suggested re-considering the friends/foundation groups
- Positive feedback on the Film Forward project
- Surprised architect did not leave any manuals as most contracts should specify the creation of
- A voter referendum in West Pikeland Township was introduced for questions about language in the library code

- Focus should be on universal service – a statewide library card where we have services that are district/systembased

10. Meeting Schedule for 2014

The next meeting will take place on Friday, May 2, 2014 in conjunction with the Pennsylvania School Librarian Association (PSLA) Annual Conference being held in Hershey, PA. All should have received invitations from PSLA to also attend the luncheon on that date followed by an Open Forum at 1:30 PM.

11. Adjourn

MOTION: Adjourn the meeting at 12:04 P.M.
MOVED BY: Robert Gallivan
SECONDED BY: Allison Mackley
VOTE: Unanimous

Respectfully submitted,

Rita Jones, Executive Secretary
Office of Commonwealth Libraries