

**GOVERNOR'S ADVISORY COUNCIL ON LIBRARY DEVELOPMENT
MAY 13, 2016**

**Cocoa Terrace, Hershey Lodge
HERSHEY, PENNSYLVANIA**

MINUTES –APPROVED

Present: David Belanger
Dr. Robert Gallivan
Mary Garm
Louis LaBar
Allison Mackley
Sharon McRae
David Mitchell
Larry Nesbit

Excused: Marsha Everton

Office of
Commonwealth
Libraries:

Brian Dawson, Bureau Director, Bureau of Library Development
Rita Jones, Administrative Officer, Office of Commonwealth Libraries
Alice Lubrecht, Bureau Director, Bureau of State Library
Glenn Miller, Deputy Secretary for Libraries

Guests: Maryam Phillips, Executive Director, HSLC
Joe Sherwood, Executive Director, Chester County Library System

1. Welcome & Introductions

Garm called the meeting to order at 9:00 AM and all in attendance gave introductions.

2. Approval of Minutes of the March 15, 2016 Meeting

MOTION: Approval of the minutes as submitted (attachment A)
MOVED BY: Louis LaBar
SECONDED BY: David Belanger
VOTE: Unanimous

3. Chair's Report – Mary Garm

Garm began her report by announcing Allison Mackley as a regional finalist for the PA Teacher of the Year Award. Mackley is a GAC member and a national board certified teacher-librarian at Hershey High School. She is an alumna of the Pennsylvania Library Association's Academy of Leadership Studies and the American Library Association's Leadership Institute (Leading to the Future.) Mackley is also a member of the Board of Directors of the Pennsylvania School Librarians Association and of the PA Forward Steering Committee.

Garm provided an update on Cindy Richey, past GAC chair. Richey wrote to the Council with thanks for the framed gift given to her on her resignation from Council. A copy of the note including her new home address was distributed to members. Garm reminded members of the PSLA Advisory Council luncheon and the Open Forum scheduled for the afternoon.

Garm requested that all members submit current resumes and letters of interest in order to be reappointed to serve on the Council. As all letters will be submitted to the Governor's office in one packet, please send necessary documents to Rita Jones by June 1.

Garm updated Council on the review of code and regulations and issues regarding changes to standards of operation which continue to raise questions. Two that need to be addressed are:

- The removal of the 35-hour per week standard for systemmember library hours of operation
- The removal of “system-certified” standard for library directors in systemmember libraries with small populations.

Waivers were in place for these and other standards for 2015, but not for 2016. Former Deputy Secretary Stacey Aldrich began a program that allowed residents of areas unserved by a state-aided library to get Access PA stickers. GAC’s policy committee will initiate a review of the existing Access PA guidelines and will work with OCL to determine the status of this initiative.

Garm provided an update on school libraries including a report that two in Washington County were closed and replaced by STEM labs. Abington Heights school district in Lackawanna County will lose its last librarian when Lynne Earley retires this year. On December 10, 2015, President Obama signed the Every Student Succeeds Act (ESSA) into law, which included school libraries in a number of the provisions. ESSA replaces the No Child Left Behind version of the Elementary and Secondary Education Act with language that will ensure “effective school libraries” are addressed in state and local plans.

Garm concluded her report by providing PaLA updates including the hiring of Christie Buker, the new Executive Director who will begin officially on June 23. For the past ten years, Christie has been the executive director of the Central PA Chapter of the Independent Electrical Contractors. PA Forward project manager, Kathy Silks, will retire at the end of June. Kathy was hired five years ago to manage PA Forward, and a search for her successor is underway.

Comments:

- Lou LaBar read a letter from Molly Rodgers (attachment B) regarding the issue of elimination of “system certified” for library directors. The main concerns are funding to pay for staff education and how to find a pool of candidates in the future with the State Code required college credits.
- There was agreement around the table that many obstacles are being faced: many do not have access to required courses; college is not in the budget for libraries or their personnel; and many smaller libraries have only one full-time employee, the director.
- Miller commented that a template is in the works for the State Library to provide certification which Dawson is working on currently.

4. Deputy Secretary Update – Glenn Miller

Miller began his report by addressing the concerns in the letter from Rodgers. He would like to convene a group to discuss the issue. The Library Code as reviewed by PDE attorneys Sarah Hockenberry and Ernie Helling may offer an alternative interpretation on the 35-hour issue and this will require further review and discussion.

Miller reported on Governor Wolf’s budget proposal which includes a modest increase for libraries in fiscal year 2016-17. It had been expected that the House of Representatives would unveil a budget last week but this did not occur. A budget plan is expected to be ready by the end of June. Whether there will be bipartisan agreement on this plan is the big question. The Pennsylvania Library Association (PaLA) is working to support the Governor’s recommended increases. Even though revenues are ahead of projections for this current year, a large gap in the budget for 2016-17 remains and, since libraries are not a mandated service, an all-cuts budget would be dire for libraries.

Miller distributed a hand-out (attachment C) from the US Department of labor. The notice encourages collaboration between the workforce investment system and public libraries to meet career and employment needs. This highlights the current connection Miller is pursuing with the PA Department of Labor and Industry to collaborate on workforce programs.

Miller recalled a recent conversation with a school superintendent who boasted about the conversion of the district’s school libraries into STEM labs. He noted that much more education was needed with school administrators not in opposition to STEM but as a means to encourage striking the right balance between the

importance of STEM and Maker Spaces, and the ongoing need for basic literacy skills for students to be successful after high school and in the workplace.

Miller concluded his report by explaining a recent interruption in POWER library services. The issue was not promptly reported nor brought to the attention of OCL or HSLC. The contract language currently is being reviewed and restitution will be pursued.

- McRae asked if there is a state in Miller's travels that he would consider a benchmark for excellent services. Miller responded that Mary Chute in New Jersey is doing excellent work. Dawson commented that Colorado is also a model state for excelling in services provided. Lubrecht commented that she was closely watching Virginia.

5. a. Bureau of State Library Report – Alice Lubrecht

Lubrecht began by summarizing several events that took place at the State Library during the month of April:

- Take Your Child to Work Day was split into two days, April 21 and April 28 with approximately 125 children in attendance. State Library staff also participated in PDE's event which included 20 children at 333 Market Street.
- The Special Libraries Association's Central PA Chapter brought 20 people to tour the Rare Collections Library on April 21.
- The Lunch and Learn session on April 13 was attended by 25 people.
- An open house at the Rare Collections Library which featured an exhibit on historical maps and atlases was attended by 45 people on April 20.

Lubrecht reported that four staff from Penn State Libraries visited in early April to discuss increased cooperation in developing increased access to historic research collections online. Pennsylvania had its first records added to the national Digital Public Library of America made public on April 14. One tabletop scribe was sent to Williamsport for the PaLA West Branch chapter meeting and the second went to South Butler. The State Library is working with HSLC to house the fillable PDF application on the POWER Library page for librarians.

Lubrecht summarized several staff events:

- Five staff attended the spring meeting for Associated College Libraries of Central Pennsylvania (ACLCP) in which speakers focused on diversity issues on campuses and within staff.
- Several staff attended the SSHELCO annual meeting where the topic was migrating from Voyager to ALMA. This migration is anticipated to be complete by spring 2017.
- PDE Staff recognition ceremonies on May 4 included Bill Fee (received 20 year plaque); Tim Kreider (25 years) and Laura Warfel receiving a plaque and recognition for 40 years of service.
- Kathy Hale and Iren Snavely worked as judges for the PA competition for National History Day. One of the students who attends History Day Camp at the State Library won the state-level competition.

Lubrecht reported that currently the State Library has a traveling exhibit on display titled "Local Poverty: Up Close & Personal" developed by the Warren Library Association. Local residents have shared their stories through photographs and narratives. The display will still be mounted next month and the GAC is welcome to stop in while in Harrisburg for the June meeting. Interviews are currently being conducted to replace the Law Librarian, left vacant with the retirement of Sue O'Neill. Lubrecht concluded her report by announcing this summer the State Library will be offering a Maker Ed Camp for teachers and students in the Maker Space. In addition, other librarians across the state can join and provide similar activities at their locations through partnership with the State Library.

b. Bureau of Library Development Report – Brian Dawson

Dawson began his report by commenting that both Illinois and Maine can be identified as benchmark states due to the ILEAD project (IL) and the focus on technology improvements for rural populations (ME). Dawson commented that while the current focus is on science, technology, engineering and math (STEM) he prefers the

addition of arts and humanities (STEAM) as a well-rounded education is critical for today's and the future workforce.

Dawson reported on the current LSTA cycle in which 74 completed applications have been received with mobile technology as the largest category. Four OCL led teams of six volunteer peer reviewers will begin meeting next week. The next Keystone cycle has been announced with the letter of intent due by May 31 (attachment D). OCL will issue an invitation to proceed based on project eligibility and proper completion of the letter of intent. Keystone grants (maximum = \$500,000) can be used for planning, acquisition, construction and rehabilitation.

Dawson reported on several personnel updates including the transfer of Stacey Mulligan into the position of library advisor formerly held by Claudia Koenig. This position focuses on health literacy, multi-cultural outreach and underserved populations. Mulligan leaves vacant the position of Keystone advisor but will continue with those job responsibilities until a replacement is hired. The recently posted position of school library advisor was at the interview stage; however, all six potential candidates were not interested when surveyed. Staff will meet to discuss next steps in order to fill this critical need.

Mackley commented on the school library advisor position and the fact that the details were not clearly advertised. She suggested offering a calendar year similar to school districts and explaining up front that the salary is negotiable within the posted range. She also commented that many of her colleagues, in addition, were not interested because of the lack of benefits and the perception that the position is unstable and lacks job security. OCL staff responded that while the position was under another bureau in the past it is now under the Bureau of Library Development and will remain for the foreseeable future. Also, a school calendar year is not feasible under civil service rules.

6. Public Comment on Agenda Items Only

Garm explained that this was added to the agenda so any guest can comment on agenda items only prior to the discussion. Sherwood commented on the system certification issue which was brought up at the recent district library center (DLC) meetings. He explained that the guidelines would require a drastic change in staffing model.

7. Committee Reports

- a. Bylaws – Robert Gallivan – The Bylaws are up to date and are now posted on the website
- b. Legislative – Mary Garm – no report
- c. State Library – Larry Nesbit – Nesbit was appointed chair of the committee approximately six years ago and they have not met in several years. Garm will contact the committee to set up a phone call to discuss next steps.
- d. Policies – David Belanger – Belanger has been working on district negotiated agreement guidelines and has held several meetings. Feedback was presented at the DLC and the committee will meet in the near future to go over the items and decide how to address the issues. The main concerns included not enough money, the required percentage for collection expenditures and district aid. A draft will be created and presented at the September district meeting and then to the GAC at the October meeting.
- e. Communication – Allison Mackley – Mackley reported that the issue of re-appointments was already addressed earlier. The only other concern is the resources on the website including the approved policies that are scanned PDFs. Some are draft copies and include handwritten notes on the materials. Miller explained that it is difficult to find a paper trail for some of those documents and other conversations from past meetings. Most drafts were never updated and discussion took place regarding how to assign the updates. Lubrecht commented that PDE is in the process of reviewing the website in order to insure accessibility for any disabled person. Garm requested that all Council members look over the policy section of the webpage and come to the June meeting with suggestions for creating accessible information for our successors.

8. Rare Books Fund Update – Larry Nesbit

Nesbit distributed a financial report to those in attendance (attachment E). The report includes a bill from ORR and one from McClure, both for insulation work in the exhibit hallway. The column listed as “office supplies” has \$30,922 listed which was expended on rare materials per guidelines discussed. Nesbit encouraged the continuation of identifying lists of materials in which to purchase with these funds. Lubrecht commented that she and rare books librarian, Iren Snavelly, are currently working on a new list which she should have for review at the June meeting. Nesbit suggested continuing with \$25,000 as the goal with built-in flexibility.

Mitchell asked about the ongoing preservation and maintenance contracts and McRae asked if there is a line item for the maintenance. Lubrecht replied that these expenses come out the general operating budget. Miller pointed out that this may be a consideration in the future for increased funding. The State Library general operations budget also pays for the ongoing preservation and maintenance of the Rare Collections Library.

9. Strategic Plan and Platform Updates – Mary Garm

Garm distributed the GAC strategic plan and a document listing the identified priorities (attachment F). Garm would like to have this subject added to the agenda for each meeting so they are reviewed more than once a year. Garm requested that all members review the priorities and be prepared to discuss with more substance at the June meeting including what has been accomplished, what items should be discontinued and what items should remain a focus for the Council.

10. Public Comment

Maryam Phillips was in attendance since she had an HSLC exhibit at the conference. Phillips is working on expanding their presence with schools and has exhibited at school board conferences as well. The first POWER library users’ conference was held in the spring. This will become an annual event since it was well received. Phillips will have additional training events in the fall and will build an agenda based on survey feedback. HSLC has a new name with same acronym; Hosting Solutions and Library Consulting which identifies their mission more clearly given its partnerships with libraries. Miller commented that it has been a pleasure to work with Maryam and HSLC.

Sherwood asked if the GAC platform is available on the website and if alerts could be set-up when updates are placed on the site. Garm replied that it can be added with the current documents. Sherwood announced June 24th as the date for Chester County Library Systems’ Annual Legislative Breakfast. Invitations will be sent out in the near future.

11. Adjourn

MOTION: Adjourn the meeting at 11:30 AM.
MOVED BY: Allison Mackley
SECONDED BY: David Belanger
VOTE: Unanimous

Respectfully submitted,

Rita Jones, Administrative Officer
Office of Commonwealth Libraries