

GOVERNOR'S ADVISORY COUNCIL ON LIBRARY DEVELOPMENT
AUGUST 4, 2009
Room 317, Forum Building
HARRISBURG, PA

MINUTES-APPROVED

Present: Cynthia Richey, Chair
Philip Albright
David Belanger
Sara Jane Cate
Dr. Robert Gallivan
Helen Miller
David Mitchell
Raymond Sobina, via telephone

Ex-Officio: M. Clare Zales, Deputy Secretary of Education & Commissioner for Libraries

Office of
Commonwealth

Connie Cardillo, Supervisor, Bureau of Library Development
Caryn Carr, Director, Bureau of State Library
George Friedline, Supervisor, Bureau of State Library
James Hollinger, Chief, Division of Library Improvement
Rita Jones, Executive Secretary, Office of Commonwealth Libraries
Eileen Kocher, Librarian, Bureau of Library Development
Jeanne Metcalf, Administrative Officer, Office of Commonwealth Libraries
Susan Pannebaker, Director, Bureau of Library Development
Judy Townsend, Division Chief, Bureau of State Library

Guests: Elizabeth Allen, Director, Schlow Library
Susan Hauer, Administrator, Lancaster County Library System
Lynn Moses, Pennsylvania Department of Education
Sheri Rowe, Chief, School District Planning & Continuous Improvement, PDE
Neal Rusnov, Rare Books Architect, Department of General Services

WELCOME & INTRODUCTIONS

Chairperson Richey convened the regularly scheduled meeting of the Governor's Advisory Council on Library Development at 10:00 am in Room 317 of the Forum Building in Harrisburg. For the benefit of the guests, introductions were made by all in attendance.

ADOPTION OF THE MINUTES OF THE MARCH 10, 2009 MEETING

Richey called the meeting to order at 10 am and requested a motion to approve the minutes of the March 2009 meeting as submitted. Gallivan moved and Albright seconded the motion. The motion carried unanimously.

COMMISSIONER'S REPORT

Zales began by explaining that this meeting was delayed from the scheduled June meeting hoping that by the first week in August, either a budget would be passed or there would be more certainty about what the library funding would be. However, important action items must be addressed for the first quarter of this fiscal year. Zales congratulated Cindy Richey on her appointment as chair of Council by Governor Rendell. Zales thanked Matt Flynn who served as chair for twenty years and Kathryn Stephanoff for serving in the interim.

- Since the previous meeting, Matthew Kane has retired as executive assistant but will serve as an annuitant. His retirement party will take place during the September DLC meeting in Grantville.
- During the Senate Education Committee hearings Senator Dinnamin took notice of the individual letters from both children and parents regarding the lack of library funding and the loss felt in many communities. Zales encouraged all to continue to write and make phone calls to speak of behalf of libraries in every available opportunity.
- The State Library is currently open 7 days per week, with hours on Saturday and Tuesday evenings. Once the furloughs begin, the library will only be able to maintain public hours on Tuesdays, Wednesdays, and Thursdays with no evening or Saturday hours.
- Ask Here PA continues to grow and is successful; there was a 44% increase in usage from last July to this July, and the addition of 5 new libraries.
- Mitchell suggested a foundation to provide funding, similar to PBS, a corporation for example to serve as an underwriter. Zales pointed to the future plan to re-group and brainstorm.

COMMITTEE REPORTS

Advocacy: ALA Legislative Day-David Mitchell & Robert Gallivan

Gallivan stated this was his 5th year of participation in the American Library Association (ALA) Legislative Day and this year had 15 people in their group that visited with two senators and every state representative. They had the chance to explain the important role libraries play in education and the community and make the point that Library Services and Technology Act (LSTA) funds are very important. Mitchell spoke with several representatives that were knowledgeable and very supportive and acknowledged that both Clare Zales and Caryn Carr were active team members. Richey thanked them for their participation and for representing Council.

IMLS Study-Robert Gallivan & Neal Rusnov

Rusnov provided an update on the Institute for Museum and Library Services (IMLS) Study being conducted which measures the degree of deterioration present at various libraries in their collections. The Office of Commonwealth Libraries (OCL) is using the Rare Books Library as a benchmark to research the best possible environment for the long term storage of books. The OCL began with a historic 1930s era building and has now achieved an environment that is of national significance which is creating new preservation standards for others to follow. Dr. Gallivan is preparing to visit 15 sites in order to establish a baseline for comparison which will test the aging of various types of papers. Gallivan explained the study as a two prong approach: studies conducted in-house; and studies conducted out in the field at the sites across the Commonwealth with atmospheric sampling and books containing the paper samples for data collection. IMLS granted a one year extension of the research grant to complete the research project.

ACTION ITEMS

Progress report on transfer of Central Pennsylvania District Library Center designation from Bellefonte Library to Schlow Library-Betsy Allen

In 2007 a shift began when the Centre County Library in Bellefonte and the Schlow Centre Region Library in State College began sharing district center responsibilities. In 2008 the shift became complete when a new Director was hired in Bellefonte. When Center County Library was struggling to provide services it was agreed to move the library consultant position from Bellefonte to Schlow and to change it from part-time to full-time with an emphasis on prioritizing the local library needs with the district center designation as a

secondary priority. When the shift was made from Center to Schlow it was the first time the library had a full-time consultant and also a librarian with technological background. In the summer of 2007, they completed a survey of the library directors which included questions regarding library services they liked, services they did not receive and would like to, etc. Another assessment of services was completed last fall about performance of staff at the district center & services they provided. The results of the survey were positive. There has been a significant attitude shift with a new group of staff, and the existing staff at Schlow Library is excited to be able to make a significant difference. A long range plan has been completed with five significant areas agreed upon by the district directors as the focus. The district is actively working on training such as trustees training, on-site training for staff, and monthly staff meeting trainings as well. Allen has started assessing the services provided at area libraries and began with a day long visit to the Clearfield County Library. She also assisted with the interior redesign at the Dubois Library. Collaborative meetings have undergone a shift from the process of just passing out papers and providing everyone with updates to theme directed meetings with specific policy discussions which have led to more sharing and the discussion of helpful issues by all.

Monessen District Library Center subcommittee Report-Phil Albright

Albright began by summarizing the statistics of the area the Monessen Public Library serves (Attachment A). The Bureau of Library Development began receiving complaints regarding the inadequacy of services and lack of accountability of the district library center in 2008. Albright summarized the timeline beginning when the library staff requested a meeting with the Monessen Library Board without the presence of the library director. The Board then contacted Jim Hollinger of the Bureau of Library Development (BLD) and ultimately the director retired the end of 2008. In January of 2009; Bonnie Young, Susan Pannebaker and Jim Hollinger visited the library for initial fact finding and provided a summary of their findings. State Representative Ted Harhai became involved as the staff, Board members and community of Monessen expressed a desire to retain Monessen as the district library center. The visit concluded and the BLD staff provided its initial recommendations which would be acted on at the March 10th GAC meeting. The Council formed a sub-committee which included: Ray Sobina, Cindy Richey, Phil Albright and Kathryn Stephanoff. The sub-committee visited Monessen in May 2009 and reported their findings and recommendations in a proposal for Council's action (Attachment B).

There was discussion regarding a second option if Monessen is not able to make the necessary milestones within the allowed timeframe. Richey explained that the community was unaware of these issues until around the beginning of 2009 and would like the opportunity to give it their best effort and the local elected officials have also joined the cause. A motion was made by the committee to re-evaluate the situation in six months and the motion was approved by Council.

Lancaster report on District library Center (DLC)/System Pilot-Jim Hollinger

Hollinger reported on the evaluation conducted of the Lancaster District Center which began one year ago when the consultant librarian resigned her position. Lancaster was deemed to be a good candidate for a pilot project because it is a one-county district. The Himmel and Wilson District Library Center report applies a model in which the library development activities are separate from the library resource activities. Using this model, library development activities were moved from the Lancaster Public Library to the Library System of Lancaster County based on a memorandum of understanding which was developed by a planning group (Attachment C). A motion was made by Gallivan and seconded by Belanger to continue the pilot for another three years. All were in favor. Susan Hauer commented on the three important items to focus on which include the fact that change is difficult, political will is essential for any change to occur, and financial support is necessary. The Library System of Lancaster County currently has eight people on the consulting staff. Hauer thanked the Bureau of Library Development for the political will which was necessary for this to be accomplished.

Future District Library Center reviews-Susan Pannebaker

Pannebaker distributed a map to give all in attendance a visual aid to discuss the boundaries of the districts in question. Jack Finnerty, DLC Administrator of the Northeast Library District in Scranton, wrote a letter requesting a change in the district boundaries to include all of Wyoming County which is now partially in the Northeast Library District. The Ad Hoc Committee on District Library Centers can be assigned to advise and consider the merits of such a change with the goal of providing the best library service to all of the areas residents. Motion made to appoint Phil Albright as Chair of the Ad Hoc Committee for the State Library. This committee currently consists of: Ray Sobina, Larry Nesbit, and Cindy Richey. Mitchell motioned and Belanger seconded. Phil Albright was named Chair of the Ad Hoc Committee for the State Library.

BUREAU REPORTS

Snap Shot PA-Susan Pannebaker

Pannebaker began her report by introducing Eileen Kocher as the new state aid administrator with the Bureau of Library Development. Since the closure of the resource center which was located with the Department of Education at 333 Market Street; Eileen has been busy fielding questions regarding waiver requests from libraries under stress with the current budget restraints.

Pannebaker announced that Pennsylvania is participating in a program named "Snap Shot PA" (Attachment D) which is based on a similar program New Jersey began in February of this year. The program serves to show a day in the life of all libraries across the Commonwealth. A committee was formed in May which included representatives from public, school, academic and institutional libraries. Approximately eight people collaborated and are sharing information through the use of a wiki. The date is Wednesday, October 28, 2009 which will include photo shoots at all participating libraries, comment forms available for patrons, and a flicker account accessible for use. The goal is to capture what libraries are all about, what they do, programs they offer, and to document the use of tools such as computers. The information and pictures gathered can be a marketing tool and a way to obtain statistics to report to the public as well as the political community. Joe Scorza purchased the domain name for the website which is www.snapshotPA.org.

Accounting Software for Libraries-Susan Pannebaker

Pannebaker reported on the possibility of introducing new accounting software which was a goal of the strategic plan in order to consolidate back-office work. The main upgrade to the software is the ability to enter the statistics once which will then populate into the bibliostat thus decreasing the time involved in the entry of the annual report and increasing the accuracy. One drawback, however, is the cost involved which is \$1,000 per library initially and a cost of \$2,000 upkeep per year. Pannebaker is anticipating the price could decrease if a substantial number of libraries enroll.

Lincoln Anniversary at the State Library-Caryn Carr

Carr reported on an event that took place on May 23, 2009 titled "Lincoln's Footsteps in Harrisburg." The State Library, the Pennsylvania Historical and Museum Commission and the Civil War Museum collaborated for this event. Dr. Judith Giesberg of Villanova University, sponsored by the Pennsylvania Humanities Council, spoke on the topic of "Lincoln and the Widow Bixby" to an audience of 22 guests at the State Library. Three displays depicting pictures of Lincoln including the "faces of Lincoln" and cartoons were on display in the Law Library and a treasure hunt was enjoyed by the children in attendance. The State Museum

hosted re-enactors and a dance recital featuring costumes and dance common during Lincoln's life. Zales thanked Carr and congratulated the Bureau of State Library for a job well done.

School Library Services Report-Lynn Moses

Moses began her report by announcing the increase in applications for both the Access PA and POWER Library databases. Access PA had 11 elementary schools, one middle school, one pre-k-12 school, and one college submit applications. POWER Library had three elementary schools, two middle schools, and one high school submit applications. Lynn Moses and Connie Cardillo (LSTA Coordinator) were selected to present a session entitled "We're In the Money! LSTA and School Libraries" at the 2010 American Library Association Conference taking place in Washington, D.C. Moses reported that of the PA-PACT applicants, ten school districts have selected school library services as a strategy for school improvement. The districts indicated they will use the money for materials, for school library renovations, and staffing such as the retention of library aides and librarians in elementary, middle and high schools.

Moses provided an update on the train-the-trainer sessions that were held by the Department of Education (PDE) across the state this spring. The training assists intermediate units and staff who will be advising the school districts as they work on school improvement plans. PDE staff is encouraging school districts to include school librarians on the school improvement teams as they fill out *Getting Results Gen 6* school improvement plans.

Next Meeting-Open Forum at PaLA-Sunday, October 18, 2009

The next meeting is an Open Forum being held at the Pennsylvania Library Association's Annual Conference on Sunday, October 18, 2009 at the Harrisburg Hilton. Council will convene for an official meeting on Monday, October 19, 2009 in the Forum building in Harrisburg.

ADJOURNMENT

Richey moved to adjourn. Gallivan seconded the motion. Richey adjourned the meeting at 1:20 p.m.

Respectfully submitted,

Rita Jones, Executive Secretary
Office of Commonwealth Libraries