

**GOVERNOR'S ADVISORY COUNCIL ON LIBRARY DEVELOPMENT**

**JUNE 8, 2010**

**Room 317, Forum Building  
HARRISBURG, PENNSYLVANIA**

**MINUTES  
APPROVED AS SUBMITTED**

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

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

Office of Commonwealth Libraries: Connie Cardillo, Supervisor, Bureau of Library Development  
James Hollinger, Chief, Division of Advisory and Outreach Services  
Eileen Kocher, State Aid Librarian, Bureau of Library Development  
Rita Jones, Executive Secretary, Office of Commonwealth Libraries  
Alice Lubrecht, Interim Director, Bureau of State Library  
Jeanne Metcalf, Administrative Officer, Office of Commonwealth Libraries  
Susan Pannebaker, Director, Bureau of Library Development  
Elizabeth Urling, Supervisor Outreach Services, Bureau of Library Development

Guests: Jonelle Darr, Executive Director, Cumberland County Library System  
Joy Fleming, Office of Chief Council, PDE  
Sara Hockenberry, Office of Chief Council, PDE  
Lynn Moses, School Library Development Advisor, PDE  
Neal Rusnov, Project Architect, DGS

**WELCOME & INTRODUCTIONS**

Cynthia Richey, Chair, called the meeting to order at 10:05 A.M. and welcomed all in attendance. Ms. Richey invited Council, guests and the staff of the Office of Commonwealth Libraries to introduce themselves. A sympathy card was distributed to send condolences to Barbara Cole, former Director of the Bureau of Library Development, on the recent loss of her father.

**ADOPTION OF THE MINUTES OF THE MARCH 9, 2010 MEETING**

Chair Richey called for a motion to approve the minutes of the March 9, 2010 meeting as submitted. Bob Gallivan moved and Phil Albright seconded the motion. Discussion followed, lead by Nesbit who reminded Council that Sunshine Law requires all conversations must be recorded and found the minutes as submitted did not capture the full discussion. Nesbit offered edits and additions to the March minutes as follows:

- Page 2 the fourth bullet in the Commissioner's Report: Pennsylvania is listed as one of the 16 state finalists to receive Race to the Top Funding; at that point in time, PA was a semi-finalist.
- Page 3 under Preservation Report: Nesbit added that the funds for the project were placed at Mansfield under the direction of Ruth Ann Kemper. The decision to place the Rare Books Project funding with Mansfield University was so the money could be managed according to the University's procurement and disbursement policies and keep the funds secure for the library. Zales clarified the procedures the University System follows can differ from those the agencies follow. The advantage in placing the funds with Mansfield University was to ensure that the monies were spent on the rare books project with the University allowing greater flexibility.
- Page 5 under Nancy Posels' report a typo was noted: several instead of sever.

- Page 6-7 under Moses' report: Nesbit asked Moses how much of her time is spent doing other duties besides working on school libraries. Moses replied that about 25% of her time is spent on other duties.

Nesbit reiterated his frustration that important issues are not being captured in the minutes and this is inexcusable with both note-taking and the meetings being recorded. Richey disagreed and said unless you have a verbatim record; the minutes are to be a summary which captures the essence of the discussion. This is the reasoning behind sending them out to all members and the formal approval the following meeting so omissions, typos, and misunderstandings can be corrected and or added. Nesbit requested minutes be sent out within a month after the meeting. In terms of how corrections and additions are to be received, all concurred they should be formally incorporated in the following meeting's minutes.

### **CHAIR'S REPORT – Cynthia Richey**

Chair Richey reminded all Council members of the importance of attending local events which is what she has been doing. She attended the recent Southwest Chapter PaLA Workshop and was pleased with the program which included school, public and academic libraries. She is currently in attendance at the PALS (Pennsylvania Academy for Leadership Studies) program being held in Camp Hill which is grooming new leaders from recent graduates. Many are second career but others are straight from college to library school so there is a mix of age, experience and type. Last year there were 25 individuals nominated for the leadership academy and 32 nominees this year.

Richey distributed the notes from the Open Forum convened during the Pennsylvania School Librarians Association Annual Conference held on April 16, 2010. Council was represented by herself, David Mitchell, David Belanger, Bob Gallivan, and Clare Zales. There is much interest in moving school libraries back into the Office of Commonwealth Libraries and are supportive of Access and POWER Library. A suggestion was made during the Open Forum that the next travel meeting for Council be held at a school library such as a school library in the York area which is high achieving, well-supported and one that is not as well supported financially. School libraries should be involved in all decisions so that Lynn can spend 100% of her time working with school libraries. A distinction must be made between the services provided by a public library versus a school library since much of the public still believes that if you have a public library you do not need a school library and vice versa. While there is collaboration between the two types and they support one another there is a difference in each mission.

Richey reported the Council's Legislative Committee convened a meeting in April in conjunction with the "One Book-Every Young Child" event held at the Capitol. This Committee will create a bulleted white paper which will include discussion topics that will be useful when writing to and meeting with political candidates. Richey will be making personal contact with Attorney General Corbett and hopes to again contact Dan Onorato since she last spoke with him before he became the Democratic candidate.

Senator Pileggi has announced that he will introduce a bill to update the Library Code which will be discussed later in David Belanger's report as he and Deputy Secretary Zales had a meeting with his staff.

Miller commented that similar work is being done under the direction of Amy Dougherty and the Friends of the Free Library in Philadelphia.

Richey concluded by distributing an article from the San Jose Mercury News which reports on Stanford University's move to "bookless" in three departments including physics, engineering and computer science. Copies were made available and as Attachment A. Gallivan questioned if Stanford University is scanning their materials. Richey was unsure and referenced the article and also mentioned that most textbooks are online now instead of in traditional hard copy.

### **COMMISSIONER'S REPORT – M. Clare Zales**

#### **■ Secretary Gluck's Priorities**

Deputy Secretary Zales began her report by explaining that Tom Gluck, the interim Secretary of Education, has started convening meetings of the management team and has a 150 day agenda. Gluck has requested priorities from each deputate and Zales shared the five she is recommending.

- Child care clearances-background checks are currently not routinely performed for librarians and staff that are in contact with children.

- Integrated library system recommendation to create a 501(c)(3) governing board.
- Library Code revisions - playing an active role in the redesign by the Joint State Government Committee
- Regionalization of library services - first meeting took place in Scranton area
- State Library - aligning the collection with the needs of Pennsylvania education standards

Miller requested clarification on the child care clearances; she misunderstood and thought the reference was for reporting, however, Zales is referring to the initial clearances. Belanger questioned whether there is a statute in place whereby child clearances are updated every so often. Sara Hockenberry, attorney for PDE, replied that currently there is no statute in place.

Nesbit questioned why moving school library services back under the Office of Commonwealth Libraries was not among the five goals. Zales explained the goals were selected as able to be accomplished within the remaining 150 days of this administration. Richey added the return of school libraries to the Office of Commonwealth Libraries is on the “bulleted white paper” the Legislative Committee will carry as a library priority for the next administration.

#### ■ Statewide Regionalization of Libraries

Zales reported the first meeting of Statewide Regionalization began with the district library centers in the Scranton area and that meeting went well. The feedback has been positive and the process was viewed as a helpful approach which will level out issues and reveal problems such as differences in funding. Belanger reported that five counties in the Philadelphia area had a meeting and decided on the joint purchase of Mango Languages, an online language-learning system. The group saved 30% by banding together. Nesbit added that once the good will and initial excitement wears off there is a tendency to enter into disagreements as each library wants their own way. Zales acknowledged the tendency and remains hopeful that once momentum builds and a structure is in place libraries will be willing to collaborate using a discount as an incentive and a way to stretch their dollars.

Nesbit asked if regions will receive separate funding. At this point, there are no funds specifically targeted for regions. Pannebaker explained instead of the current annual schedule of three district/system meetings there will be one statewide meeting with the funding that would have gone into the two meetings will be available for use at the regional level. Zales stated that LSTA grants are available for district/region projects, collection development would be an example.

#### ■ Budget

Zales reported increasing the Library Access appropriation remains the priority. Nesbit requested a timeframe for the passage of the budget. Zales replied that July 1<sup>st</sup> is not realistic but potentially by the end of July. Richey commented that individuals are still encouraged to continue to write their local legislators.

#### ■ Work of Council

Zales concluded by announcing she has attended several PaLA Chapter Workshops and was impressed by the number of librarians from all types of libraries pursuing continuing education. Alice Lubrecht is creating a calendar for Council of upcoming workshops. Zales brought Council’s attention to several articles included in meeting packet and encouraged members to send in articles they wish to share. Richey reported she and Zales have been interviewing potential candidates for the three current openings on Council. The three openings include one trustee, one lay, and one professional position.

## COMMITTEE REPORTS

### Legislative Committee - David Belanger

### Senator Pileggi’s Legislation to Review the Library Code – David Belanger

Belanger began by announcing that the Legislative Committee recently met and hopes to invite PSLA and PaLA legislative committee members to any future meetings so as to make sure all are on the same page and can align their goals, methods and strategies.

Belanger attended a legislative breakfast in Chester County during which Senator Pileggi announced he will introduce a bill to open up the Library Code for revision. As a result of this announcement, Belanger and Zales

met with Pileggi's chief of staff and other members who will be working with the Joint State Government Commission. Topics discussed included The Five Literacies, the value of restructuring the library service model in light of the current and foreseeable fiscal realities, the value of joining the school library program with the Office of Commonwealth Libraries and Regionalization. The overarching intent of the meeting was to offer the support of the library community, its leadership, and the resources of the Office of Commonwealth Libraries. Zales stated their positions were well received. Belanger explained Senator Pileggi's bill will assign the review of the Library Code to the Joint State Government Commission to conduct a study of options for libraries which will include suggestions for revision to the Library Code. The Commission's report is expected the end of November 2010. Belanger expects a new platform will have a positive change for libraries.

Albright asked if Senator Pileggi was expecting a revision or an entire brand new code. Belanger explained the initial findings by the Joint State Government Commission will recommend whether to "tweak" the code or "throw it out and start over." Nesbit noted understanding the Senator's motivation in opening the Library Code might influence the Council's and the community's response. Richey noted a revision of the Library Code is one of the goals of the Office of Commonwealth Libraries' strategic plan and Senator Pileggi's bill accelerates that timeline. Belanger concluded by stating that the meeting with the Senator's staff was positive and focused on offering support and assistance in the process.

#### District Library Center Committee - Cynthia Richey & Jim Hollinger

Hollinger was present to provide follow-up to Council's decision to allow the Monessen Public Library to continue as the district library center for one additional year. In response to Nesbit's inquiry into the involvement of Congressman Murtha, Hollinger had no update. Hollinger will be attending meetings at the Monessen Public Library in the following weeks and will share the outcome of those meetings with Council. In response to Council's request for criteria to use to assess the effectiveness of district library centers, Hollinger offered possible indicators from the annual report which identifies level of service, financing, and administration. Other indicators Hollinger recommended are effectiveness of leadership and level of participation in statewide activities.

Hollinger offered a draft sorting of districts based on the proposed criteria as a sample from which Council can develop a criteria. Richey requested Hollinger develop a checklist or a grid for Council's use in reviewing district library center performance.

Pannebaker directed the attention of Council to spreadsheets created by Eileen Kocher describing the 29 district library centers using data from the annual reports (Attachment B). Belanger questioned the current usefulness of the district library center structure. A discussion followed about the historic, current and emerging role of the district library center in the context of the Regionalization Plan of the Office of Commonwealth Libraries and the Next Generation Vision Statement for Public Libraries of the Pennsylvania Library Association. There was general agreement the role of the district library center has changed in response to the changing needs of the library community, the presence of county-based systems and the impact of technology on resource sharing.

#### State Library Committee-Helen Miller

Miller distributed a draft charge to the committee (Attachment C). Richey suggested the charge to the committee focus on the committee's purpose and move the specific tasks mentioned in the charge to subsequent work of the committee in identifying goals. Zales concurred. Miller agreed and added that her report is on the current status of the committee and report as progress is made.

#### Motion:

The amended charge reads as follows: During the gubernatorial transition and passage of the 2010-2011 budget, the State Library Committee in collaboration with staff liaison will offer advice, council and expertise to the Office of Commonwealth Libraries on the capacity of the State Library to serve state government and the general public.

Albright made a motion to approve the charge; Belanger seconded the motion. All were in favor and the motion passed to accept the charge to the State Library Committee.

Richey thanked Helen Miller for her work with the Committee and in particular as acting Chair of this committee in the absence of Albright who remains with the committee.

#### By-Laws Committee

Discussion on By Laws Committee; Sobina will report during the October 2010 meeting. The By Laws committee consists of Sara Jane Cate, Helen Miller, and Ray Sobina as Chair.

#### Preservation Committee-Larry Nesbit

Nesbit submitted to Council the financial statement for the Rare Books Account held at Mansfield University listing expenditures for the period April 1, 2020 – June 30, 2010. (Attachment D). Current Balance: \$769,736

Nesbit offered a brief explanation of major categories of the expenditures for repairs and services and supplies.

Motion:

Albright motioned to accept the budget as submitted by Nesbit with a second by Gallivan.  
All were in favor and the budget was passed by Council.

Discussion followed on the management of the funds by Mansfield University. Nesbit explained funds were placed in a restricted, non-interest bearing account. The funds are expended on the initiation of the Office of Commonwealth Libraries and must meet state budget guidelines. Mansfield University holds the funds to be expended under the intent of the funds.

Nesbit requested a status on the charge for the State Library Committee as it was forwarded to Alice Lubrecht, Cynthia Richey and M. Clare Zales but he received no response. Zales will review the charge for the October 2010 meeting. Richey mentioned the possibility of combining the State Library Committee and the Preservation Committee into one and is something to consider in the near future.

### **ACTION ITEMS**

#### Endorsement of the Next Generation PaLA Vision Statement for Library Service & Funding - Jonelle Darr

Jonelle Darr, Executive Director for the Cumberland County Library System and Margie Stern, President of the Pennsylvania Library Association represented the Pennsylvania Library Association. Darr reported on the work of the Next Generation Committee. She shared with Council three handouts (collectively identified as Attachment E: *Libraries & Literacy in the 21<sup>st</sup> Century-Summary, Next Generation Advocacy Task Force and The Five Literacies*). Darr explained the committee worked for two years with partners including the Next Generation Task Force, Office of Commonwealth Libraries, PCBL, Greenlee Partners and PPO&S. The full list of committee members is available.

The goal of the committee was to develop a plan for advocacy to be presented for enactment by the next gubernatorial administration and legislators and the public. The plan is designed to articulate the importance of libraries in a new and creative way. Darr noted that during the course of the committee's work, they came to realize the vision and ideals they were pursuing were a return to our roots as framed by Andrew Carnegie. He believed if you invested in public libraries, it was the opportunity for all aspects of the community to advance through the power of literacy. The result is organizing and presenting the work of libraries as five types of literacies. This, again, reflects a return to our roots as literacy is no less important today than it was 100 years ago.

Darr reviewed the highlights of each of the five literacies: Basic Literacy; Civic Literacy, Economic & Financial Literacy, Health Literacy and Information Literacy. She described them in the context of the three initiatives of High Tech: Power Library is in place, it needs to be built upon and a platform for not only databases but e-books. We are calling this the Pennsylvania Information Network. This would include a free e-library card for every Pennsylvanian. There are approximately 300,000 Pennsylvanians who are unserved. The Association proposes this virtual library would be available to all citizens regardless of having a home library.

High Touch: This is emphasis on the patron's experience. This calls for an enhanced facility.

High Yield: These are the efficiencies of scale, such as a uniform integrated library system as currently envisioned or even if a commercial vendor is needed, it must be accomplished to link libraries and have a shared experience statewide.

High Yield: Regional Literacy Development Zones. This concept is still in draft but includes the regionalization concept the Office of Commonwealth Libraries is putting forward...moving district library centers forward into working on a regional level. One goal is to reduce the number of administrative units.

The Implementation Recommendations is an organization structure recommendation for the Association including the recommendation for an additional staff member. This will necessitate developing an advisory board of influentials to champion this vision. We also have communication priorities to brand materials and get this material in the hands of libraries. This is critical timing as we want the community to be informed, but want the concepts to be the initiative of the incoming administration. Darr explained the timing is critical because this plan is to be introduced with the incoming governor's administration. Richey offered to help identify individuals for the advisory board that would benefit the cause.

Darr noted all documents are still working documents as they are evolving. She then asked for Council's endorsement.

Motion:

Cate made a motion to endorse the Next Generation Vision Statement for Library Service & Funding with a second by Gallivan. All were in agreement and the Statement was passed by motion from Council.

Nesbit asked if the literature included school libraries. Darr explained the application can be made for academic, public, and school libraries and the document items can be mixed and matched to open it to all three types of libraries. Belanger noted because the literacies included in the documents are education based there is a strong inclusion of school libraries. Richey reiterated that all three basic literacies incorporate school libraries. Nesbit concluded that PA failed in the past by separating the three and that wording must be clear from the very beginning to include everyone so there is no debate in the future. Darr explained that in the minds of the legislators; academic libraries include school libraries.

Richey asked if Council would like to make a contribution as a group or individually to support the implementation of the Next Generation Vision Statement for Library Services & Funding. Richey also introduced the work of the Ex Libris Society which Margie Stern, as Association President, is representing. Belanger offered the suggestion of Council contributing to the advancement of the Next Generation Vision Statement and to the Ex Libris Society which provides sustained funding to the Pennsylvania Library Association.

Motion:

A motion was made by Belanger and seconded by Nesbit for Council to make a group contribution of \$100 to the Next Generation Vision Statement for Library Services & Funding and an additional \$100 to the Ex Libris Society. All were in favor and the motion passed.

## **DISCUSSION ITEMS**

### Role of Council, Office of Commonwealth Libraries, and PaLA-Cynthia Richey

Richey explained that the role of this Council is to promote libraries and lifelong learners. Nesbit questioned why Pennsylvania Library Association is regarded as the "spokesperson" for the Office of Commonwealth Libraries. Zales distinguished the role of the Office of Commonwealth Libraries and that of the Association as it pertains to the budget process. Zales explained her internal advocacy begins in August as the Pennsylvania Department of Education initiates the budget and continues until the Governor's budget address the following February. From February until the passage of the budget in July, her role is to advocate for the Governor's budget. In years when the budget was favorable to libraries, the Office of Commonwealth Libraries and the Association worked side by side advocating for passage. In years when the Governor's budget was not a strong library budget, the Association advocated for increases beyond what was included in the Governor's budget.

In terms of the role and degree of involvement of the Deputy Secretary for Libraries, that role is redefined by each administration. Zales gave examples of different priorities of different administrations and how they impacted the work of the deputies. What is common regardless of administration is the deputy is an appointee of the Governor and, as such, advocates for the priorities of his administration.

## **BUREAU REPORTS**

### Bureau of Library Development-Susan Pannebaker

#### ■ LSTA Change in Use of Funds

Pannebaker reported a change in the emphasis of the LSTA grant program. This is consistent with the Office of Commonwealth Libraries' strategic plan which calls for a redirection of LSTA funds to statewide projects such as the Integrated Library System and less to competitive grants. The grant program we envision will place a priority on innovative programs or uses of new technologies. For example, technology grants will incentivize libraries to join the statewide ILS and a survey was taken to assess the wireless capability of libraries to gather information on the type of internet connections being used. You can expect more statewide initiatives to bring all libraries up to speed. Training and planning grants are currently on hold until a better way can be found to accomplish these.

#### ■ ILS system

HSLC received 26 letters of intent from the Millennium Libraries with the final number expected to increase before the deadline of next week. The Task Force will hold its concluding meeting next month with this committee regrouping to form a steering committee to take objectives and goals to the next level.

A new version of Evergreen open source software will be released in the fall. The cost in LSTA funds to move the Millennium Libraries to open source is \$450,000. Nesbit asked how the implementation will be funded. Pannebaker explained a portion of development costs will be defrayed with LSTA funds and the balance from the participating libraries themselves.

#### ■ Summer Reading Program

In order to better keep track of students participating in the Summer Reading Program, when students are enrolled they are asked for identifying information about the school they attend and the name of their teacher. Belanger asked if data is collected in later years as to the correlation between summer readers and later success. For example: do summer readers obtain higher SAT scores in high school?

### Bureau of State Library-Alice Lubrecht

The following report was jointly presented by Lubrecht and Neal Rusnov, project architect.

#### ■ National Preservation Week

In celebration of the first National Preservation Week May 10-14, 2010, Lubrecht and Rusnov developed a tour of the Rare Collections Library. Over 50 visitors attended, including groups from PDE, the State Archives, General Services as well as the Capitol Police. The Capitol Police in particular gained a greater respect for the collection and the importance of security to keep it safe.

Rusnov reported to Council on the status of the Rare Collections Library (Attachment F) and how the environment created will be used as a case study and a model for future rare collections.

Rusnov thanked Bureau of Library Development staff for their diligent work in creating "surrogate" books made up of real live paper for the study being conducted at 17 sites across the Commonwealth. The books are now ready to be sent out to the sites and will be used to study the degradation of the paper composition.

#### ■ South Korean Librarians Visited

On May 27, 26 librarians from South Korea visited the State Library to learn about our organization and services. Prior to visiting here, they visited the Library of Congress and were scheduled to visit the NY Public Library. They spoke through an interpreter and had many questions about the role of the State Library. For example, they were

interested to learn the State Library of Pennsylvania is one of only three law libraries in the country that is open and free to the public. Rusnov noted the preservation standards of Korea are not as encompassing as those of the Rare Collections Library.

■ Rare Collections Library Activity

Lubrecht announced she recently hosted her first researcher in the Rare Collections Library and expects to have many more in the future.

Richey thanked Rusnov for his work and that of Dr. Gallivan for his professional and personal involvement in advancing the work of the Study.

School Library Services Report-Lynn Moses

Moses reported that she has completed the multi-media presentation of LSTA grants in school libraries which she and Connie Cardillo will present during their session at the American Library Association's Annual Conference this month in Washington, D.C.

Moses announced that the Guidelines Revision Committee will begin work tomorrow on the school library program guidelines which consist of 12 school librarians and school library professors. After the initial three-day session, revision work will continue this summer.

Next week's train-the-trainer workshop is entitled *Collection Evaluation: Knowing What You have and What You Need* and will be available this summer. Designed for school librarians, Moses reports that librarians from small public libraries would benefit from attendance. A good partnership activity, as suggested by Moses, would be for school and public librarians to attend together.

Moses reported on a recent study which indicated many school districts are using PA PACT funds to pay salaries for librarians, library aides or to purchase library materials. Cash-strapped school libraries continue to depend on this important funding source.

As of May 24, 2010 the salary supporting Moses' position will be split with the Bureau of Teaching and Learning Support paying 30% of Moses' salary and the remainder of salary, benefits and travel expenses continue to be paid by LSTA funds from the Office of Commonwealth Libraries.

2010 Schedule of Meetings:

October 24-27, 2010 – Open Forum meeting will be held Sunday during PaLA Annual Conference in Lancaster. The official Council meeting will be held the following Monday at a location to be determined within the Lancaster Convention Center.

**ADJOURNMENT**

Gallivan moved to adjourn. Belanger seconded the motion. Richey adjourned the meeting at 2:35 P.M.

Respectfully submitted,

Rita Jones, Executive Secretary  
Office of Commonwealth Libraries