

**GOVERNOR'S ADVISORY COUNCIL ON LIBRARY DEVELOPMENT**  
**JANUARY 10, 2012**  
**Green Room, Forum Building**  
**HARRISBURG, PENNSYLVANIA**

**MINUTES-APPROVED**

Present: Philip Albright  
David Belanger  
Sara Jane Cate  
Dr. Robert Gallivan  
Mary Garm  
Louis LaBar  
Barbara May  
David Mitchell  
Dr. Larry Nesbit  
Cynthia Richey  
Raymond Sobina

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

Office of Commonwealth Libraries  
Constance Cardillo, Section Chief, Bureau of Library Development  
Sandra Edmunds, Chief, Division of Subsidies & Grants, Bureau of Library Development  
Jim Hollinger, Chief, Division of Library Improvement, Bureau of Library Development  
Rita Jones, Executive Secretary, Office of Commonwealth Libraries  
Claudia Koenig, Outreach Advisor, Bureau of Library Development  
Alice Lubrecht, Director, Bureau of State Library  
Diana Megdad, Advisor, Bureau of Library Development  
Jeanne Metcalf, Administrative Officer, Office of Commonwealth Libraries  
Iren Snavely, Rare Books Librarian, Office of Commonwealth Libraries  
Bonnie Young, Supervisor, Bureau of Library Development

Guests: No guests were present

**WELCOME & INTRODUCTIONS**

Council Chair Richey called the meeting to order at 9:35 AM and welcomed all in attendance. Council members and staff of the Office of Commonwealth Libraries introduced themselves.

1. Approval of Minutes of the October 2, 2011 Meeting

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

2. Chair's Report – Cynthia Richey

Richey encouraged Council to continue with local advocacy efforts on behalf of library funding. She reminded Council two vacancies remain and thanked Phil Albright for continuing to serve until a replacement in the trustee category is selected. Richey requested nominations and explained that a letter of interest and resume should be submitted to both her and Zales. After the nominations are approved by the Secretary of Education and recommended to Governor Corbett, Dave Mitchell will assist with the approval process. Richey highlighted achievements from the previous year as the successful awarded of an LSTA waiver to insufficient MOE, the success of the "Senior Spaces" program, that Verizon continues support of the One Book Every Young Child program with the addition of the FAQ section on the webpage

and the continued digitization of newspapers within the State Library. She thanked everyone for their service, good work and expressed her wish for a successful 2012.

Nesbit requested clarification on a timeframe for filling the current vacancies as his committee has two vacancies. Richey advised Nesbitt to continue with the goals of his committee with the current members and as vacancies are filled, new members will be assigned. Richey reported a trustee from southwest Pennsylvania expressed interest and asked Council to seek out potential members, even when Council is fully appointed, as the Office of Commonwealth Libraries maintains a list of potential Council members in all categories. She asked Council to encourage potential members to submit a letter of interest and resume to the Deputy Secretary.

### 3. Commissioner for Libraries Report – M. Clare Zales

Zales informed Council Lt. Governor Cawley was invited to meet Council and tour the Rare Collections.

Zales reported on the outcome of a forum held Thursday, January 5, 2012 in the Forum Building convening consumers of the libraries for the blind and physically handicapped. Both the Pittsburgh and Philadelphia libraries provided the invitation list. Mary Garm, vice chair of Council, served as moderator. Garm opened the meeting explaining the goal was to gain input from the community, as represented at the meeting, on the transition plan which would result in centralizing the distribution of audio books from the Carnegie Library of Pittsburgh. The meeting also provided an opportunity to dispel rumors and misinformation about the scope and consequences of this change. Concerns expressed related to possible increase in mailing time of audio books from Pittsburgh throughout the state, the capacity of Pittsburgh to assume statewide service, maintaining of walk-in service in Philadelphia and decrease in access to all titles. A vote of no confidence was rendered based mostly on the absence of input from the community in the planning phase of this redesign. Many asked the change be delayed until the plan could be further discussed and legislators contacted..

Zales announced the school library program is being returned to the Office of Commonwealth Libraries from the Office of Elementary and Secondary Education. When the school librarian vacancy created by the retirement of Lynn Moses is filled, it will report to the Bureau of Library Development. In response to Nesbit's inquiry about financial capacity to hire, Zales explained it is likely this vacancy will be filled because it is funded with federal LSTA funds. The greater restriction on hiring is of state funded positions.

Zales reported the Office of Commonwealth Libraries continues to move forward on regionalization. The Office convened the district library center consultants and administrators to provide the concept and intent of the regionalization program and to solicit their input and possible implementation models. Nancy Derring-Mock served as moderator of the administrators meeting and will moderate a meeting of system administrators. A meeting will then be scheduled of representative from counties where there is county support but no system and the ten counties where there is neither county support nor a system.

Zales introduced Dr. Iren Snavelly, Rare Collections Librarian, and noted though only appointed less than six months ago, Snavelly has already cooperated with the Pennsylvania Historic and Museum Commission in establishing a Pennypacker Fellows Program to increase academic use of the State Library's resources and those of the historic and museums sites statewide. Also, January 17, staff will begin the much anticipated move of the historic newspapers into the Rare Collections Repository.

Zales concluded her report by announcing Secretary of Education Ron Tomalis accepted her letter of intent to retire from her position as Deputy Secretary of Commonwealth Libraries effective February 24, 2012 after 41 years of service to the Commonwealth, 29 of which were with the library community. Alice Lubrecht, Director of the State Library, will serve as interim Deputy. The Secretary will work with Council to fulfill the provisions of the Library Code relating to Council's role in recommending a State Librarian. Council responded with a standing ovation for Zales and thanked her for her service.

## **COMMITTEE REPORTS**

### 4. Legislative Committee-Mary Garm

Garm thanked the Legislative Committee members who attended the 7:30 AM breakfast meeting this day. The group identified initiatives on which to focus their attention: Governor Corbett's budget address of February 7th, the public launch of *PA Forward* February 13<sup>th</sup>, community advocacy for the Libraries for the Blind and Physically Handicapped, the impact of the Marcellus shale drilling, a cooperative program for libraries involving e-books, and the shift in district library centers into regions. Garm explained that the Library Code revision as represented in SB1225 is currently dormant and will be tabled for the time being. Mitchell suggested adding the Knowledge Initiative program which provides high-end on-line research materials to the small business community.

Belanger suggested coordinated efforts with the Pennsylvania Library Associations' (PaLA) legislative committee and Garm suggested a liaison from Council to serve on PaLA's committee. Sobina thanked Garm for convening the committee over breakfast as it maximized Council's time, was productive and allowed the committee to take advantage of David Mitchell's input.

5. District Library Center Committee -Jim Hollinger

Hollinger reported on the successful meeting of Office of Commonwealth Libraries staff and the Director and Board of the Aliquippa District Library Center at the Aliquippa Library. The goal was to convey the benefits the Aliquippa library community could realize from consolidating services and the possible change of the district library center designation to other than the Aliquippa Public Library. Zales was pleased with the reception to the concept of the Aliquippa Library being relieved of providing district level responsibilities which would allow the board to direct resources toward strengthening the library's role as a local public library. Edmunds, who attended the meeting, commented the one-on-one format of the meeting made it especially beneficial.

Hollinger reported the Reading District Library Center has been identified as distressed. Hollinger stated the Reading Public Library would be able to provide better local library service if it were not also serving as the district library center. The Berks County Library System seeks the district designation but the Office of Commonwealth Libraries will not act on this request until the district library center administrator's position is filled after having been vacant since Julie Rhinehart left nearly a year ago.

Several regions have expressed a desire to pilot some services on a regional basis. Also, the North Central (Williamsport) District has both the geographic characteristics of a region and a similar number of libraries. Much can be learned from them in terms of how they provide services and communicate with 45 libraries in eleven counties.

6. State Library/Preservation Committee-Larry Nesbit

Nesbit reported one expenditure to Intercon for \$11,100 leaving a balance of \$516,000 in the account. Nesbit cautioned to keep expenditures against this account to a minimum as there has been no income to the account so current funds must last longer than originally anticipated. As no written statement was submitted for vote, Richey requested Nesbit bring a printed report to the March meeting for Council approval.

Nesbit inquired as to the status of the IMLS Grant's provision of publicizing the preservation findings of the Rare Collections Library and how to replicate some of its concepts at small libraries. Snavelly described a workshop presentation created in cooperation with Lubrecht describing simple, inexpensive techniques libraries can use to begin to preserve local history collections. Also, Snavelly has been attending preservation workshops. At one Snavelly staffed a booth at which he described low-cost measures such as air conditioning and lighting changes a small library could make to maintain their valuable collections. Snavelly and Beth Bisbano, from the Bureau of Library Development, have identified a pilot library for a study of incorporating low-cost, common sense measures.

## **ADHOC COMMITTEE REPORTS**

7. Joint State Government Committee Report on Library Code – Mary Garm, David Belanger

Belanger reported there has been no action on SB1225. Senator Pileggi has the revision currently tabled with hopes to re-visit in the spring.

8. Marcellus Shale Impact on Libraries – Dr. Larry Nesbit

Nesbit reported there has been no action by this committee as he had hoped to partner with a member of the Office of Commonwealth Libraries to provide context. Richey explained that since taxing the Marcellus Shale drilling is inconsistent with Governor Corbett’s position on no new taxes, the Office of Commonwealth Libraries cannot participate. Richey further noted this level of discussion is more appropriately placed within the Council’s legislative committee and that may be more consistent with the role of the Pennsylvania Library Association’s legislative committee. LaBar commented that information on this topic needs to be disseminated through a lobbying force such as PaLA.

**ACTION ITEM**

9. Approval of Guideline for Library Services to Older Adults

MOTION: Approval of the guidelines as submitted  
MOVED BY: David Belanger  
SECONDED BY: Mary Garm  
VOTE: Unanimous

Cate asked if the statement on Page 12 which mentions “facility development” includes easily accessible elevators, etc. Pannebaker responded that it does, indeed, include easily accessible elevators. Guidelines are included as Attachment A.

**BUREAU REPORTS**

10. Rare Collections Library – Iren Snavelly

Snavelly offered Council a history of the discovery of hidden treasures using as an example former Governor Samuel Pennypacker finding a rare Hymn Book among his own personal library and other interesting examples. Richey thanked Snavelly for partnering with the PHMC in creating the Pennypacker Fellows Program named after Samuel Pennypacker, Pennsylvania’s 23rd Governor who served from 1903-1907. This residency program will be open to anyone conducting research on Pennsylvania history including academic scholars, public sector professionals, independent scholars, graduate students, educators, writers and filmmakers. Residencies may be up to eight weeks between June 1, 2012, and May 30, 2013.

Snavelly summarized his goals as Rare Books Librarian are to identify, preserve and publicize the treasures of the State Library; and partner with local libraries, repositories and historical societies to preserve and promote their own literary treasures. He hopes to raise public awareness of these precious resources and to make them available to new generations of students and scholars who seek to interpret their significance for the history of the Commonwealth.

11. Bureau of State Library – Alice Lubrecht

Lubrecht reported the biennial survey required from all Federal Depository Libraries (FDLP). Forty-two of the FDLP libraries within Pennsylvania completed the survey. The Government Printing Office (GPO) is requiring the submission of information for a state forecast and state action plan which are due June 2012.

With the retirement of librarian Paula Heiman from PHMC, their staff library is currently unstaffed. PHMC Management asked to use State Library services until they fill vacancies. With the steady decline in the number of state employees, and this decline seeing the loss of many agency-specific library librarians, the State Library is picking up the services for more agencies over the last decade. The result is an increase in the work load of State Library staff as they provide a growing level and number of services to other agencies. The State Library is also seeing an increase in the number of classes requested on effective searching

12. Bureau of Library Development – Jim Hollinger, Sandra Edmunds

Hollinger reported the Integrated Library System includes a mix of 14 libraries in various phases of implementation. Hollinger will provide a list of the libraries on Cate's request.

Edmunds reported the POWER library contracts to provide the different on-line resources are under a three-year contract that will conclude in December 2012. Staff is beginning the procurement process to identify vendors and negotiate new contracts.

13. School Library Services Report – Susan Pannebaker

In the absence of Pannebaker, a written School Library Services Report was distributed and made part of these minutes as Attachment B.

For the Good of Council: Sobina initiated a brief discussion on the new travel regulations which apply to state employees and members of boards, commissions and councils. The regulations limit mileage reimbursement to 19 cents/mile if a rental vehicle from a state identified car rental company is not used. Car rental costs are fully reimbursed. Also, receipts will now be required to reimburse actual meal costs. There was general recognition among Council of the value of reducing travel costs, and general agreement the regulations add a layer of inconvenience. Zales noted the Office of Administration is seeking feedback from different constituents about the impact of the new regulations and encouraged Council to document the inconvenience/burden and file a report with the Office of Administration through the Deputy's Office which may lead to a revision to the regulations.

14. 2011/2012 Schedule of Meetings

March 13, 2012	Longwood Gardens Library, Kennett Square
April 13, 2012	Open Forum, PSLA Annual Conference, Hershey
June 12, 2012	Forum Building Room 317, Harrisburg
September 30, 2012	Open Forum, PaLA Annual Conference, Gettysburg

15. Adjourn

MOTION: Adjourn the meeting at 12:10 P.M.  
MOVED BY: Louis LaBar  
SECONDED BY: Sara Jane Cate  
VOTE: Unanimous

Respectfully submitted,

Rita Jones, Executive Secretary  
Office of Commonwealth Libraries