

GOVERNOR'S ADVISORY COUNCIL ON LIBRARY DEVELOPMENT

SEPTEMBER 30, 2012

Meeting Room A, The Courtyard Marriott

GETTYSBURG, PENNSYLVANIA

MINUTES-APPROVED

Present: David Belanger
Sara Jane Cate
Dr. Robert Gallivan
Mary Garm
Louis LaBar
David Mitchell
Dr. Larry Nesbit
Cynthia Richey

Members Excused: Barbara May
Raymond Sobina

Ex-Officio: Alice Lubrecht, Acting Deputy Secretary & Commissioner for Libraries

Office of
Commonwealth
Libraries Sandra Edmunds, Chief, Division of Subsidies and Grants
James Hollinger, Chief, Division of Advisory and Outreach Services
Rita Jones, Executive Secretary, Office of Commonwealth Libraries
Jeanne Metcalf, Administrative Officer, Office of Commonwealth Libraries
Susan Pannebaker, Director, Bureau of Library Development

Guests: Mark Sullivan, District Consultant, Allentown
Elizabeth Urling, PaLA Member, retired Office of Commonwealth Libraries staff

WELCOME & INTRODUCTIONS

Richey called the meeting to order at 9:00 AM and welcomed all in attendance. Council members, guests and staff of the Office of Commonwealth Libraries introduced themselves.

1. Approval of Minutes of the June 12, 2012 Meeting

MOTION: Approval of the minutes as submitted
MOVED BY: Mary Garm
SECONDED BY: Sara Jane Cate
VOTE: Unanimous

2. Chair's Report – Cynthia Richey

Chair Richey began her report by taking a moment to pay tribute to Kathryn Stephanoff. Stephanoff will be remembered for her strong advocacy for libraries and a great testimony to the work of Council. Richey announced that Philip Albright has officially stepped down as a Council member. Albright elected not to renew his term over a year ago and had planned to stay on until a replacement was found.

Richey summarized the year's accomplishments and thanked Council for another excellent and hardworking term. She thanked Alice Lubrecht for filling in as Acting Deputy Secretary since the retirement of M. Clare Zales in February. Richey offered her kudos for a job well done and congratulated the committee on their successful search

for a replacement which is now complete. Stacey Aldrich, currently California State Librarian, was hired as the Deputy Secretary for Commonwealth Libraries effective November 5, 2012.

3. Commissioner for Libraries Report – Alice Lubrecht

Lubrecht submitted a written report available as attachment A. Lubrecht had some additional topics to present including an update on the Regional Libraries for the Blind and Physically Handicapped. She and Pannebaker have met with the two libraries administrations as well as NLS staff to assist with the transition of services. New processes are slowly being implemented and completion is expected in the near future.

Lubrecht mentioned an article (attachment B) on the changing nature of libraries within a school that was published in the Patriot News as a follow-up to the House hearing on school libraries.

In preparation for the November 5 arrival of the new State Librarian; Lubrecht is developing a desk manual, has had phone conversations with Ms. Aldrich, and has created a Google calendar to assist with communication in the meantime.

Lubrecht concluded by reporting that the Commonwealth will be transitioning to VOIP and the Forum Building is scheduled for installation on Tuesday, October 9. Each employee will receive a new phone system which will be linked to Outlook.

COMMITTEE REPORTS

4. Legislative Committee-Mary Garm

Garm deferred to Lubrecht as she had the most up-to-date information on the legislature for the library code revision. Lubrecht reported that after being stagnate for months, SB1225 is moving again and more news will be forthcoming within the next business week. At this point in time, no changes are being accepted and a final vote is anticipated for next Wednesday (10/3/12). After two years of review, all fiscal changes must be submitted by the end of the week. Updates will be forthcoming.

5. District Library Center Committee-Jim Hollinger

Hollinger reported on progress made by the Oil City District as a new administrator has been hired. The district had been without an administrator and a consultant, now the consultant position is the next which needs to be filled. Susan Walls, New Castle Library, has announced her resignation effective January. Library Development is monitoring the Bedford County Library System, as not much has changed since the system's formation in the early 1980s and it may need some restructuring of the board and staff.

6. State Library/Preservation Committee-Larry Nesbit

Nesbit distributed a budget summary which included expenditures for maintenance supplies & services with the balance remaining of \$539,862.79 (attachment C).

MOTION:	Approval the report as submitted
MOVED BY:	Lou LaBar
SECONDED BY:	Robert Gallivan
VOTE:	Unanimous

A discussion ensued on how to save these funds in the event of an emergency such as equipment malfunction or system replacement. Garm requested background information on these funds. Nesbit

suggested a charge given to committee to locate options for moving these funds in the event that Mansfield University cannot oversee this account in the future.

Mitchell reminded Council of the fact that phase 2 of this project, the law library, has not been completed. Mitchell organized a tour for Lt. Governor Cawley and he expressed interest in the project. Nesbit explained that the fact that Susan Zug, spouse of Representative Zug, was a Council member at the beginning was the much needed support to get this initial funding.

ADHOC COMMITTEE REPORTS

7. Librarian Certification Committee – Cynthia Richey

The committee met under the direction of Sandy Edmunds, liaison for the Office of Commonwealth Libraries. Belanger explained that the certification process for librarians is the same for teachers as it goes through the Department of Education's teacher certification steps. Currently, this process is taking almost a year as there is a back-log of 4,000 items. Most of the librarians he surveyed had the requirements for certification but had not gone through the state system to receive the official certification. Richey stated that the credits to receive certification have changed and have increased from 9 to 12 credit hours. Lubrecht explained that the number of credits required is linked to population size served by the library. Edmunds has found that the required courses are generalized and should be more specific based on the librarian's position within the library. Mitchell interjected that requirements should be realistic in relation to the salary which is comparably low in this field. Belanger explained that the process does not have a tracking system so; as a result, no reporting is being made to the Office of Commonwealth Libraries. The committee reached the conclusion that once the code revision is passed they will review and write up a process to present to Council.

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

Due to the recent progress of the library code legislation, the decision was made to dissolve this committee without a vote taken.

DISCUSSION ITEM

9. Task Force to discuss future of Access PA, POWER Library and IDS

Belanger distributed a report from the Optimization Task Force describing its mission, progress, a list of its members and frequently asked questions (attachment D). Belanger explained that the next step is to issue a request for proposal (RFP) to hire a consultant to create a business plan. Nesbit asked if the task force is public library centric. Belanger answered that yes it is; however this is just the starting point. He encouraged all members to attend a session this afternoon given by the task force to get more information.

A discussion continued regarding the shrinking funds yet the necessity to have all three programs requiring the task of prioritizing. Lubrecht pointed out that many of the legislators do not realize that these programs are listed as a separate line item in the budget. She attended the House Education committee meeting and was told that "libraries were level-funded"; proof that they do not understand the distinction.

Mitchell offered his opinion that a strong political voice is necessary along with a new and improved product, one that is not stale. Steve Samuelson was identified as a potential individual with a political voice to contact for assistance. While many disagreed that the subject is a stale product, the consensus was that the message could use some updating and reinvention. Nesbit pointed out that the main goal should be the idea that an educated democracy is key. LaBar interjected that from a business perspective a company can usually get the attention of the public by offering a new and improved product by simply re-packaging and/or re-labeling an old one. Garm summarized by stating that everyone is correct in that the product is still a good one but the presentation of a bright and shiny object is needed.

Richey suggested that the committee convene either before or after the January Council meeting as everyone will be present already. Nesbit requested the availability of travel funds since meeting face to face and frequently is necessary for success. By unanimous vote, Richey reaffirmed the importance and continuance of this task force.

BUREAU REPORTS

10. Bureau of State Library – Alice Lubrecht

Lubrecht reported that the biggest challenge in the bureau has been staffing as three of the four library technicians retired in August and September. The position descriptions are being reviewed and the priority is to fill the vacancy for the interlibrary loan technician. The goal is to have the paper work completed and submitted by the beginning of November.

A revision was submitted for the joint application with State Archives for a digitization grant for World War I materials. The revision focuses on Pennsylvania's German American culture and changes which were the result of the war. Penn State and the State Library will be working together to establish a task force to move forward a monographic last copy archive project.

The move of the Department of Conservation and Natural Resources library collection to the State Library is now complete. Since August library staff members have been entering volumes which are new to the collection. Duplicates will not be added and the full extent of duplication is yet to be determined.

George Roe, a librarian on the staff of the House of Commons in Great Britain, will visit the State Library on Tuesday, October 9. He will research his topic of libraries and civic literacy by meeting with PaLA and then tour the State Library. Lubrecht has invited the House Archivist, the State Archivist, and the Librarian for the Senate to join the discussion on library services with Mr. Roe.

11. Bureau of Library Development – Susan Pannebaker

Pannebaker reported that the only new announcement is the name change for AccessPA. The AccessPA database is now called the Electronic Library Catalog (ELC) which perfectly describes what it is. She reported that the database will be operating on open source software in the coming year. The new branding for the POWER library has been unveiled. Pannebaker concluded by announcing that Joe Scorza of HSLC retired September 28. A job description has not yet been sent out and Joe will be working as a consultant to the organization until the end of the year.

Richey wanted to publicly commend Scorza's work by acclamation.

12. School Library Services Report – Susan Pannebaker

Pannebaker reported that the job opening for the school library advisor is working its way through the signature process and she is hoping it can be posted soon. She explained that the candidates on the civil service list must have both certification and experience in order to be considered for the position. Surveying the candidates will take additional time.

On October 18th the Pennsylvania School Librarians Association, in conjunction HSLC, Inc. and the Education Law Center, will host three media events to announce the findings of the research conducted for an IMLS Leadership grant given to the three partners. The grant funded research which used recent Pennsylvania survey data as well as new research to determine the costs associated with providing levels of staffing, budgets, collections, technology, access/hours, and professional development in school libraries that would result in increased student achievement.

Over the summer a hardworking group of fourteen developed a model school library curriculum that ties school libraries to the Common Core Curriculum and the American Association of School Librarians Standards for the 21st

Century Learner. It is hoped the curriculum will be finished this fall and webinars during the winter months will help school librarians with implementation ideas.

13. 2012/2013 Schedule of Meetings

September 30, 2012 – Open Forum, PaLA Annual Conference, Gettysburg
January 8, 2013 – Room 317 Forum Building, Harrisburg
March 19, 2013 – Penn State University Library, State College

14. Adjourn

MOTION: Adjourn the meeting at 11:22 AM.
MOVED BY: Robert Gallivan
SECONDED BY: Sara Jane Cate
VOTE: Unanimous

Respectfully submitted,

Rita Jones, Executive Secretary
Office of Commonwealth Libraries