

GOVERNOR'S ADVISORY COUNCIL ON LIBRARY DEVELOPMENT
OCTOBER 15, 2017
The Allegheny, Double Tree
PITTSBURGH, PENNSYLVANIA

MINUTES - APPROVED

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

Excused: Marsha Everton

Office of
Commonwealth
Libraries:

Jonelle Darr, Executive Assistant, 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, Office of Commonwealth Libraries

Guests: Karen DeAngelo, District Consultant, MC-NPL
Sukrit Goswami, Executive Director, MCLINC
Amy Steele, Executive Director, Northland Public Library
Denise Sticha, President, PCBL

1. Welcome & Introductions

Garm called the meeting to order at 9:13 AM and Council and staff in attendance gave introductions.

2. Approval of the Minutes of the July 18,2017 Meeting

MOTION: Approval of the minutes as submitted (Attachment A)
MOVED BY: Robert Gallivan
SECONDED BY: Louis LaBar
VOTE: Unanimous in favor

3. Chair's Report – Mary Garm

Attachment B

4. Deputy Secretary's Report – Glenn Miller

Glenn Miller opened his report with an acknowledgment of longtime Hazleton Area Public Library director, Jim Reinmiller, who recently retired after 41 years on the job. Miller represented PDE and spoke at the retirement reception during which time it was announced that the Valley Branch of the library will be renamed as the James C. Reinmiller Library, Valley Branch.

Funding for the state budget remains unresolved and the process continues with no current updates. District Library Center traditionally receive funding early in the fiscal year and their payments were disbursed in September from available funds. If the process drags on, concerns will grow over which programs will be prioritized for funding and whether special funds such as Keystone might be diverted. As to Keystone, 26 projects are currently under contract but since the program seeks application every other year, realty transfer taxes which

accumulate in the fund might be at risk. Miller believes that those projects under contract would not be affected but the next funding cycle could be affected.

Garm commented that a message was sent out by Christi Buker that encouraged everyone to reach out to legislators and that the importance of these funds should be highlighted. Mitchell asked for a list of those facilities that are currently granted funds for a keystone project. Miller replied the list could be shared with GAC members.

Miller reported on OCL's new two-year "Turning Outward" initiative which offers training and coaching under the auspices of the Harwood Institute. Seventeen libraries around the state applied and were accepted into the program. Each library had to commit to sending two to five staff for the entire program which also includes an additional year serving as a trainer. The initial orientation session will be held November 7 – 9 in State College.

Mitchell commented that if funds are not mandated, township supervisors will not want to consider taking on anything additional. He said most are not aware, especially in the smaller townships, who is using library services in their community. It is important to get on the agenda at one of their meetings, either spring or fall, in order to educate them on the value of libraries.

Lambert commented that he found it very effective at his meetings to invite parents and children to attend. The impact of their words explaining how they use their library and its importance was more meaningful than having the directors speak.

Miller reported on a new program spearheaded by Susan Pannebaker designed to enhance the already successful summer reading program. The program includes training for youth services librarians with hands-on learning techniques. Miller requested that keep Pannebaker in your thoughts and prayers as her mother is in hospice care.

Miller concluded his report by mentioning two upcoming events he will attend: the October 28 dedication of the new Idea Lab at the Blasco Memorial Library in Erie, and the Fall meeting of the Council of State Library Agencies (COSLA), taking place in Nashville, TN from October 29 – November 1.

Nesbit asked if the statewide resource centers received their Public Library Subsidy funds and Miller replied no. They await payments along with local libraries.

5. Commonwealth Libraries Bureau Reports:

a. Bureau of State Library Report – Alice Lubrecht

Lubrecht began her report by announcing the retirement of the administrative assistant for the Office of Commonwealth Libraries. Lubrecht, Darr, and Jones will meet soon to review internal processes and take the first steps to find a replacement.

She reviewed some collections that were inherited this summer including a genealogy collection and 50 original drawings in pen created by a southeastern Pennsylvania artist. The drawings are in the process of being cataloged and mounted for an exhibit and ultimately will be placed in the Rare Collections Library. Belanger questioned if these will be digitized. Lubrecht will ask the donor for permission to do so.

A comic book collection of over 10,000 comics including some Superman titles from the early 1960s was donated to the State Library. These are valued at over \$30,000 and are currently undergoing the intake process.

Lubrecht reported on public events which were held over the summer including:

- Solar Eclipse party which attracted over 350 people for various activities including the NASA coverage viewed on the big screen in the lobby, the creation of pinhole projectors, and the sharing of viewing glasses outside in Soldiers' Grove.
- Sessions held at the State Library including one on micro-biology, one on the Revolutionary War, and sessions for Science Fair teachers.
- Kathy Hale and Susan Pannebaker traveled to Washington D.C. to staff the exhibit booth at the National Book Festival.

- Ellen Shenk and Bill Fee participated in the Farm to City day event held at the Farm Show complex. Over 1700 kids were present and many enjoyed the robots and Lincoln logs Fee and Shenk set up for them.
- Spooky Tours will be held again this year on November 3rd.
- Lubrecht has been asked to assist in providing materials in collaboration with the State Archives for the Governor's residence 50-year celebration in 2018.

b. Bureau of Library Development Report – Brian Dawson

Dawson began his report by commenting on the donated comic book collection stating that they were in mint condition with many rare titles and filled approximately 30-40 document boxes. Dawson commented on Farm City Day as a great way to continue the discussion of using agriculture for education as this was brought up during the recent Council of State Library Agencies in the Northeast (COSLINE) meeting.

Dawson reported on the currently vacant state aid position. A conditional offer of employment has been extended to a qualified candidate, a start date is yet to be determined. The vacant fiscal technician position is at the interview stage and the job was re-classified as a management technician. This will allow for a broader definition of job duties to include contract support and flexibility in candidate selection.

Dawson reported on the Future's Conference that was held in Atlantic City, NJ last month for the first time in ten years. The conference was attended by about 80-90 just from Pennsylvania and Dawson received a lot of positive feedback on the event. The focus was foresight and future thinking in an effort to allocate assets strategically. Dawson is exploring options for sharing the videos of the keynote speakers to make them broadly accessible.

Dawson reported on the DLC annual reports as there was a change in process. He has received positive feedback and is working on aggregate data and the migration of reports.

Dawson concluded his report by speaking about the widespread opioid epidemic and how libraries are affected. Current statistics strongly suggest that this issue should be addressed especially since Pennsylvania is twice as high as the national average when reporting on the number of prescriptions. A panel discussion will take place during the Pennsylvania Library Association's annual conference to provide information and discuss the depth and scope of the problem. A leadership role is needed to assist with libraries that are now aware and are asking what next steps they can take. New York will soon roll out some policies which may be helpful.

Lambert commented that his library is working on a capital campaign which includes plans to renovate the bathrooms at the Martin Library. Garm observed that this was a positive step since public libraries have been discovered instances of drug using library bathrooms.

6. Public Comment on Agenda Items Only

No comments.

7. Status of Appointments and Vacancies – Glenn Miller

Miller reported on three candidates that he and Mary Garm are in the process of vetting to fill current vacancies. Miller met with the Secretary of Education, Pedro Rivera, last week and discussed working on these appointments. The next step is to move the appointments to the Governor's Office with the hope that these new appointees will join soon. LaBar commented that as of December, he will no longer be a trustee and will not be eligible for his current appointed spot.

Mackley suggested that since all the term limits listed on the website are expired a comment should be added such as "serves until replaced". She asked when the actual four-year term begins since once renewed it will be time to renew once again.

Mitchell commented that the procedure takes time as it is his experience that there are only two people in the Governor's Office who oversee and process gubernatorial appointments. Unfortunately, appointments such as the GAC which do not require Senate confirmation, often end up as lower priorities.

8. Statewide Library Card Guidelines – David Belanger

Belanger reported that the focus group met to discuss the statewide library card guidelines. The issue is that the current guidelines are confusing and not user-friendly. The committee is planning to request feedback at the district library center meeting. The next step is to rewrite the guidelines as a draft for review and approval after they meet again. This is important to update as the statewide borrowing program is required for libraries to receive state aid funds.

9. Rare Books Fund Update – Larry Nesbit and Alice Lubrecht

Lubrecht reported on the current situation with the LSTA funds that need to be spent down using purchases and services prior to the end of the grant cycle which was 9/30/2017. CCAHA is used frequently by the State Library to repair books. In fact, approximately \$80,000 was spent last year on rare book repairs using CCAHA. This year when the \$30,000 bill was submitted the comptroller’s office flagged it and is demanding a purchase order if any services or purchases are over \$10,000. Lubrecht reported that the bill might potentially be split into smaller invoices to facilitate payment or may be sent to Mansfield to pay out of funds available fuds there. She has an upcoming meeting next week with legal and procurement to discuss the best options. Lubrecht reported that the process has some wrinkles but hopes to have more information after the meeting. She stated that this invoice is important to the grant funds that have no other options to spend down prior to the deadline.

10. Pennsylvania Citizens for Better Libraries (PCBL) Update – Denise Sticha

Report in print (attachment C).

11. 2018 Meeting Dates – Mary Garm

Garm will send out meeting dates for 2018 once calendars can be compared for the January and July meetings. The May meeting will take place during the Pennsylvania School Librarians Association (PSLA) Conference as in past years with a meeting and Open Forum held in Hershey. The October meeting will take place during the PaLA Conference with a meeting, an Open Forum, and a Strategic Planning session, with details to be determined.

12. Committee Reports

- a. Bylaws – Robert Gallivan – no report
- b. Legislative – Mary Garm – no report
- c. Policies – David Belanger – already reported in section 8. Belanger requested input from staff regarding next steps since many policies are aging.
- d. Communication – Lou LaBar – no report

Garm commented that Diana Megdad wants to create an article on the GAC members for the Compendium. LaBar stated that the committee will discuss this.

13. Public Comment

No comments.

14. Adjourn

MOTION: Adjourn the meeting at 11:34 AM.
 MOVED BY: Robert Lambert
 SECONDED BY: Robert Gallivan
 VOTE: Unanimous in favor

Respectfully submitted,

Rita Jones, Administrative Officer
Office of Commonwealth Libraries