

GOVERNOR'S ADVISORY COUNCIL ON LIBRARY DEVELOPMENT
JANUARY 19, 2018
Green Room, Forum Building
HARRISBURG, PENNSYLVANIA

MINUTES - APPROVED

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

Excused: Marsha Everton
Sharon McRae

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
Edward Lupico, Keystone Advisor, Bureau of Library Development
Glenn Miller, Deputy Secretary, Office of Commonwealth Libraries

Guests: Rich Bowra, Library Consultant
Brandi Hunter-Davenport, Pennsylvania Library Association
Mary Ellen Lowe, Trustee-Secretary, Frackville Public Library
Thomas Lowe, Trustee-Treasurer, Frackville Public Library
Maryam Phillips, Executive Director, HSLC
Joe Sherwood, Executive Director, CCLS
Scott Thomas, Executive Director, PaLLS
Karla Trout, Executive Director, Adams County Library System

1. Welcome & Introductions

Garm called the meeting to order at 9:05 AM and Council and staff in attendance gave introductions.

2. Approval of Minutes of the October 15, 2017 Meeting

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

3. Chair's Report – Mary Garm

Attachment A

4. Deputy Secretary Update – Glenn Miller

Miller began his report with an update on the state budget timeline. On February 6th Governor Wolf will present his 2018-19 budget address. All are hopeful that this year's budget process will result in an on-time budget. The Department of Education will participate in the Senate and House appropriation

hearings and senior staff will assist Secretary Rivera in his preparations for these hearings. The library community is expected to press an aggressive case on behalf of library services and funding.

Miller announced that the Forum Building will be undergoing a major renovation which is currently scheduled to begin in the fall of 2019. The process is in the beginning stages which is anticipated to take 18-24 months. Miller has a meeting later this month with representatives from the Department of General Services and other professional involved to discuss the project and its implications for the State Library.

Miller reported that despite some technical difficulties; the LTSA reports due on December 31, 2017 were submitted. This report was on the previous years' grant cycle that ended on September 30, 2017. One important LSTA funded project to highlight held a fall orientation session in November. Turning Outward is based on model designed by the Harwood Center and focuses on community engagement. This project is unique in that it turns the process around to gain feedback from the community which strengthens the depth of the relationship. The project will span two years and includes monthly coaching calls for participants. A list of participants was presented at the meeting (Attachment B). Another LSTA funded project in partnership with the Pennsylvania Humanities Council (PHC) are the Teen Reading Lounges at 26 libraries across 19 Pennsylvania counties. Teen Reading Lounge is a creative program to focus on teens with the objectives of development of social skills, effective communication, and self-confidence. Articles were distributed at the meeting (Attachment C).

Miller updated Council on the Keystone Parks & Recreation Fund which provides for library capital projects across the state. As the budget process unfolds it was mentioned that some portion of these funds could be targeted. At the moment, they have not been, and the grant process is moving forward, an amount that totals approximately \$5 million dollars annually.

Miller concluded by reporting that the Council appointments including new members and the re-appointment of expired members is in process but not completed. He was assured that this topic was discussed this week at a meeting in the Governor's appointment office. He hopes to have an update and urged everyone to stay tuned for news shortly.

Comments:

- Garm commented that the pilot Teen Reading Lounge program has become a tool for professional development for smaller communities.
- Darr commented that diverse communities are now following the program with addition of more libraries with lower incomes especially.
- Mackley stated that with the cut in school libraries, this program is encouraging
- Nesbit asked if library revenue is going to increase or decrease in the upcoming fiscal year. Miller replied that no specifics have been shared at this time.

5. Commonwealth Libraries Bureau Reports:

a. Bureau of State Library Report – Alice Lubrecht

Lubrecht began her report by providing an update on personnel that have retired.

- Dorothy Bowman: Administrative Assistant with OCL retired at the end of September. The interview process to select a replacement has concluded and the selected candidate will be announced once all documents are in place.
- Ray Schott: long-time volunteer in his 90s retired in December. In appreciation for his decades of work assisting patrons with genealogy research, gifts to the collection were donated in his name.
- Charlese Farmer: Library Assistant with the Bureau of State Library retired in January. This position is state-funded and the request was made to fill the vacancy.
- Mike Moore: Internet Archive contractor is leaving at the end of the month. They will find a replacement and notify us once a start date is scheduled.

The State Library again this year had an exhibit booth at the Pennsylvania Farm Show from January 6th – 13th. An upcoming lunch and learn will include an exhibit on poisons to coincide with the One Book titled “Poison Study.”

b. Bureau of Library Development Report – Brian Dawson

Dawson began his report with an update on personnel.

- Debra Blascovich: hired as the new State Aid Administrator to replace Linda Rohm who retired last spring.
- Joe Morales: hired as the new Management Tech to replace Linda Pierce the former fiscal tech who retired.

Dawson reported on the new library directors training program that is about to begin. The first session is scheduled March 7 – 9th and will focus on building relationships. The program targeted library directors that have been in their position for three years or less. 25 slots were available, and 65 applications were received. Trustee Trainings are being planned with an application deadline of February 8th.

Garm congratulated Dawson on the new library director program.

Dawson concluded his report by distributing an article with statistics on the working poor.

6. Public Comment on Agenda Items Only

No comments.

7. Regulations Review Process – Glenn Miller and Jonelle Darr

Miller explained that the current 2018 focus is on aligning the state regulations with the 2012 update of the Public Library Code. Miller announced that Jonelle Darr has a timeline and process in development for this update. Darr distributed a timeline and highlighted the goals and objectives (Attachment D). The first stage of the three-stage process is weekly internal meetings with staff and these are currently underway. Once a draft is created, comments from the field will be initiated and stakeholders as well as the GAC will be consulted for feedback. Darr pointed out that the timelines are tentative pending how long it takes to complete each stage.

Comments:

- Garm asked how the Council can get involved in the process and suggested using extra time at Open Forums to discuss.
- Mitchell commented that it is vitally important for the Council to get involved in the process and that no one rushes off to the next thing which is a critical problem in government. One suggestion is to sit with individual legislators to help them understand the important work of libraries. Council can “set the table” and get to know the staff in their legislative offices whereas Miller and his staff are not permitted to do so. Mitchell stated that libraries in Pennsylvania are struggling and it is important to again raise public awareness of the value and need for library services.
- Garm and Belanger both thanked Darr for undertaking the process and asked to be kept up to date.

8. Strategic Planning Discussion – Mary Garm

Council members participated in a strategic discussion during the PaLA Conference. As part of the discussion, members reviewed the legal powers of the GAC, then turned to a conversation about the roles of the GAC within the Pennsylvania library community. The following were highlighted:

Roles of the GAC

- Political
 - Advocate

- Be a voice for the State Library
- Work with PaLA and PSLA
- Represent the library community and all Pennsylvanians
- Problem solvers
- Provide advice and strategic oversight on library issues

Council members also brainstormed to identify the following shared values:

- Community Focused
- Effective Advocacy
- Equality of Access
- Leadership for Excellence
- Transformative

Outcomes of the discussion focused on how the Council will act in the coming year to be most effective. The following steps were selected:

- To develop and use Council influence with the Administration, legislators, and the library community, and to work closely with PaLA and PSLA on advocacy priorities. We will invite the Associations' legislative committee chairs to attend an upcoming meeting.
- To identify our compelling cause. We will use 2018 meetings to explore and gather ideas.
- To discuss influential projects at upcoming meetings. Such projects may include LSTA-funded initiatives and individual library projects.
- To use common language and graphics in our communications. We will encourage Open Forum participants to focus their reports on the PA Forward literacies. We will explore how libraries create, engage, and transform.
- To work with the Office of Commonwealth Libraries to ensure that the Council is actively engaged in the review and drafting of new regulations that affect libraries.

9. Statewide Library Card Guidelines – David Belanger

Belanger explained that the process to update the statewide library card guidelines began last year when it was requested at the June meeting. A discussion also took place at the October meeting of the district library centers. The committee decided that rather than edit and update the existing guidelines, the plan is to start over from scratch. They began the process by looking at other states and found that Alberta (Canada) has guidelines, a portion of which could be applied to Pennsylvania. The committee met yesterday and discussed the goal of the guidelines being straight forward and all on one page. A draft will be developed and discussed at the next committee meeting. The next step will be to meet again with the members of the focus group to request input.

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

Nesbit reported that the Rare Books Fund balance is currently \$372,000. This balance is after several recent purchases: \$50,000 earlier in the month of submitted expenses, \$25,000 on new books this year, and \$3,000 for repairs. Nesbit was encouraged by the increase in spending as these funds do not exist on the books at Mansfield and the plan is to spend it down to avoid problems in the future.

11. HSLC Technology Support Services Update – Maryam Phillips

Phillips' report was presented as a PowerPoint presentation (Attachment E).

12. National Library Legislative Day; May 8, 2018 – Karla Trout

Trout announced the date for this year's National Library Legislative Day and encouraged all to attend. It is important to advocate since the threat remains that IMLS funding could be zeroed out. Trout reported that at last year's event, Pennsylvania had the second highest attendance with Illinois with the

most. This day gives libraries a strong voice in Washington, DC and is a training tool for staff. Trout distributed a handout with talking points (Attachment F).

13. Announcement: Public Library Association Conference; Philadelphia, March 21-24, 2018

Garm announced the upcoming Public Library Association Conference being held in Philadelphia from March 21 through the 24th. Registration is open, and she encouraged attendance at this worthwhile conference. The link for registration is placonference.org.

14. Committee Reports

- a. Bylaws – Robert Gallivan – no report
- b. Legislative – Mary Garm – The PA Library Association’s Legislative Committee recently held its first meeting of the year. The Committee is making plans for an Advocacy Day in Harrisburg as part of the Annual Conference to be held in October.
- c. Policies – David Belanger – covered earlier
- d. Communication – Marsha Everton – just a reminder that Diana Megdad will take a photo of the GAC following the meeting to publish in the *Compendium*.

15. Public Comment

Scott Thomas provided an update on PAILS (request written report).

16. Adjourn

MOTION: Adjourn the meeting at 12:13 PM.
MOVED BY: Robert Gallivan
SECONDED BY: Robert Lambert
VOTE: Unanimous

Respectfully submitted,

Rita Jones, Administrative Officer
Office of Commonwealth Libraries