

LIBRARY ADVISORY BOARD

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Sussex County Library Advisory Board (LAB) Meeting MINUTES

Wednesday, August 21, 2019

DELMAR LIBRARY

In attendance: LAB members - Diana Young, John Monahan, Mary Schwanky, Steve Schwartz; Sussex County Department of Libraries - Kathy Graybeal, County Librarian, Rachel Lynch, Assistant County Librarian; Delmar Board member - Carol Fitzgerald; Delmar - Susan Upole, Director, Jessica Webb, Assistant Director; Laurel - Gail Bruce, Director; Seaford Friends member - Jean Gandek

Call to Order: Diana Young at 10:03p.

Adoption of the Wednesday, August 21, 2019 Agenda. Motion: Diana Young; 2nd Steve Schwartz
Approval of Wednesday, July 17, 2019 Minutes. Motion: John Monahan; 2nd Diana Young.

Announcement: Following analysis, the Department of Libraries and the Laurel Library determined that they are unable to take the Dolly Parton Imagination Library project on at this time. The barriers to implementation are sustainability and staffing capacity. Each year, the sponsor is expected to raise a greater sum of funds. For the Indian River School District, that total moves from \$6,000 in year one to \$68,000 in year five. A dedicated staffer will not only be expected to do this fundraising but to maintain an on-going recruitment of children into the program at public events, etc. We are currently unable to commit to these expectations. **Indian River contacts suggested by Steve Schwartz: Jen Cabrera who focuses on ESL, and Jay Owens, Assistant Superintendent. They may be interested.**

John Monahan announced that ALA's featured content: "Teen Literacies Toolkit" has strategies for school librarians and YA staff.

Sussex County Libraries

- **Staff Development Day 2019: Get Back in Touch with Books.**
Thursday, September 26th from 8:30a (check-in) - 4p.
To update/expand skills for service to our primary user group - readers - while providing a respite re: caregiver fatigue. "No trauma, no drama." Workshops include a morning around reader's advisory with a nationally-recognized librarian and afternoon sessions feature book art programs for adults/teens/children, book repair and discussion centered on book clubs. Mary emphasized not separating print from e-media. Steve noted that trends show e-media down. Print back up. Gail added that there are many pockets of poverty where people cannot afford devices.
- **Uniform definitions for library terms.** It was agreed that "programs" are defined as any event that is library-sponsored. Meeting room use for other groups, profit

or social profit, will not be included in the tally. This is officially adopted for the Independent library funding calculations.

- Music + Memory program in libraries. Marge LaFond, former Rehoboth Library director, connected System members with this fully-funded program. It is a potential partnership to serve dementia/Alzheimer's patients and their caregivers.
- Trustee + Independent library training schedules. The training content is centered on research/implementation of the newly adopted Trustee Manual. Training will take place at the Georgetown Library in September.
- Independent Library Group October meeting re: funding formula. Gina Jennings, Kathy Graybeal and Rachel Lynch are on the agenda for the (tentative) Thurs, October 17, 2019 meeting. NOTE: "The funding formula for the Independent libraries has been determined by the Independent library directors, with or without the formal approval of their respective Boards, since FY 2016."
- Use of Independent Library Trustee Manual as guide for LAB manual? Manual has been adopted by 8 Independent libraries, 2 tentative, 1 refusal. There is still a plan to examine components of the Trustee Manual that can be used for LAB.

DDL/Steering/DE Libraries/COL

- Council on Libraries report.
 - FY 2020 Library Standards approved. With an increase of \$226,890. Total allocation is \$3,929,040. Important to remember that the State of DE pays 100% of library technology now, estimated to be \$Please add the amount of funds allocated by the legislature for the libraries here.) Much discussion of the "One Ask" approach to increased Standards funding. Overall agreement is that it was effective and should remain the tactic for FY 2021. Feedback indicated that part of the hold-back on funds was linked to the Bond Bill requests for \$6.3 million. "The Bond Bill and JFC talked to each other."
 - All agreed that there is still no real Library Champion in the legislature.
 - Diana Brown, New Castle County (NCC) librarian, is sending much of their additional funding back to DDL for e-media. When challenged by COL member, Judy Taggart, that they were funding the "entire state," Diana stated that this is entirely a collection development decision for NCC. Kathy fully agreed and reminded Annie that is a key factor re: the small contributions by Sussex County libraries as well.
 - Rehoboth Beach and Selbyville libraries have submitted applications for construction funds in FY 2021. RE: Mary's comments about environmental responsibility, return comment was "If it is not somewhere in legislation, they can't be held accountable," (Peg Prouse, Kent). Steve favors funders having input on these topics and other building specifications. For the safety of staff and patrons, regular inspections need to be required. Kathy

noted that DDL does require input of their IT staff for all technology planning.

- It is Sussex County's turn to chair the COL in the 3-year cycle. Kathy Graybeal is appointed to the position. Vice-chair is NCC representative, Kay Bowes. Kay is also the President of the statewide Friends of DE Libraries.
- NOTE: first meeting of the Library Governance group centered on cleaning up the language in code that does not reflect current state. This group will be added to this section going forward.

○ Public Library Steering Committee report.

- NCC new cards are up 7%. Does not indicate usage, however.
- Banned patron issue: how do we document without penalizing? Jean Kauffman thinks that there is only banning now, no longer a barring option. Rose will investigate.
- Brief discussion of the patron incident at the Dover Library. They will replace academy cadets with armed guards effective immediately.
- The driver's license is now removed from the library application. It is deemed personal - therefore, private - information.
- General discussion of the December Library Town Meeting.
- General discussion of the 2020 Census. Annie is Department of State's representative on the Census Commission "with the Lt. Governor."
- General discussion of streamlining the search terms for LibCal (e.g.: uniform word for meeting room use).

Next Meeting: Wednesday, October 16, 2019 at 10:00am at the West Complex Admin Bldg. Large Conference Room. We will ask for a volunteer to host the November meeting at the next System Meeting.

Adjourn. Motion: Diana Young; 2nd John Monahan at 11:46am.