

DELAWARE COUNTY BOARD OF LIBRARY DIRECTORS
MEETING MINUTES
THURSDAY, August 5, 2021 7:00 p.m.

1. Call to Order : M. Bullen, H. Grommell-McGrane, S. Keller, J. Shulbank, K. Standen, C. Bittle, A. Laepple
2. Minutes: June 2021 Motion made and seconded (H. Grommell-McGrane, J. Shulbank)
Unanimous approval
3. Communications & Announcements
 - a. Zoom & Small Games of Chance License- These licenses were generously funded by the Library Foundation of Delaware County for use by all member libraries.
 - b. Library Strategic Plan- County Council approved a contract engaging SBrand Solutions for DCL's strategic planning process. It is currently in the Plan to Plan phase of the project and discussions include logistics, gathering information, and planning research activities. Please be on the lookout for information to be shared through library directors later in the month.
 - c. American Library Association Covid Library Relief Grant – Delaware County Libraries had applied for a \$50,000 Grant through the American Library Association to support mobile hotspots, e-books, and Covid relief funds to member libraries. The application was not approved; however, we will continue to seek out other funding streams to help support these initiatives.
 - d. Fundraising Training Opportunities – Delaware County Libraries will be offering 2 training opportunities to member libraries staff, trustees, and Friends groups in the Fall. On Friday, September 17th at 1pm Chad Barger of Productive Fundraising will present a 90-minute Zoom session for library staff titled Overcoming Barriers to Fundraising. This workshop will focus on actionable solutions to common fundraising problems and will provide staff templates and documents to help them fast track implementation of fundraising solutions. Then, on October 14th at 7pm Chad will present Trustee, Friends Group, and Volunteer training specifically geared to their unique roles as library advocates. This 60-minute Zoom session is designed to take the fear out of fundraising for trustees and other volunteers. Registration for library staff has already been sent out. The registration for Trustees, Friends and Volunteers will be emailed after Labor Day.
 - e. September – Library Card Signup Month – The American Library Association has designated September as Library Card Signup Month. Having a library card gives you access to technology, resources, and services either online or at our 28 Delaware County Library locations. Delaware County Libraries will be hosting a table at the Government Center in Media on September 13, and 14th from 11 – 1 to register residents for a free library card. We are also planning an event at Rose Tree Park in September, date to be determined.
4. Financial Report – June 2021 Motioned and seconded (H. Grommell-McGrane, J. Shulbank)
Unanimous approval
5. Administrator's Report
 - a. County Aid- Every year DCL allocates a portion of our county funded budget for distribution to member libraries. This year's distribution amount is \$95,000. Funds are distributed based on a formula that includes a basic equal grant for each library.

Considered are each libraries county circulation and local financial effort. Libraries will be notified of their payment amount and date once the information is finalized.

- b. District Reciprocal Borrowing Grant - Per the Agreement for the Provision of District Services, Delaware District will provide Reciprocal Borrowing grants to member libraries again this year. The total amount for distribution this year is \$44,977. This grant promotes the sharing of resources by member libraries. Funds are distributed based on a per item reimbursement determined by the total circulation to residents of unserved municipalities. Grant funds will be distributed after District funds are received from the Commonwealth. Libraries will be notified of payment amounts and check date at a later time. Also, a reminder that the 2021-2022 Agreement for the Provision of District Services provides for phase out of this program over the next 3 years to bring us into compliance with state regulations regarding the use of District funds.

6. Committee Report

a. DCL Committees

Policy Committee – Automatic Renewals- Motion made and seconded (H. Grommell-McGrane, J. Shulbank), Unanimous approval.

At its June 10th meeting, the Policy Committee discussed beginning the use of automatic renewals for eligible materials. This lessens access barriers for patrons, and reduces staff time handling the renewal process. The Policy Committee recommended the use of automatic renewals to the DCL Directors. At their July 15th meeting, the DCL directors voted to recommend automatic renewals as a Circulation Policy update to the DCLB for approval. The automatic renewal means eligible items will renew themselves without the patron or staff needing to act. Eligible items include those that are not on hold for other patrons, that have not already reached the maximum 3 renewals, and certain items like hotpots and museum passes that are never eligible for renewal. With the Board's approval, we will roll out automatic renewals in September, coinciding with National Library Card Sign-Up Month. This will give ample time to train staff and promote the new policy to the public.

7. New Business- no new business
8. Old Business – no old business
9. Public Comments

Stacy Buechele, Upper Providence, Media -

Q. Is there a limit to the number of people who can attend training?

A. There is no limit.

Q. What is the general consensus regarding what other libraries are doing regarding mandating masks?

A. All the libraries in Delaware County are independent and managed by a Board of Directors or their local municipalities and make their own masking decisions. There was an email sent to the directors regarding this. DCL Libraries are responsive to requests regarding sharing their policies so it would be beneficial to send out an email and see what they are doing regarding masks.

Pat Finnigan,- Middletown Library. The move has been going well and we anticipate opening the first week in September.

Charles Monteith, Tinicum - Patron, upset his children were “thrown out” of the Tinicum Library for playing. He was upset that the librarians asked the children to wear masks. He is very upset how his children were treated. He feels they were mistreated. He will be at the next Tinicum Library Board meeting to voice his concerns.

Kelly Bradley, trustee at Tinicum Library. She had a rebuttal to Mr. Monteith’s comments. His children were not mistreated. The masks policy just changed as mandated by the CDC. There have been numerous problems with him. He refused to wear mask, and is very derogatory to the staff. It was stated that the Director did nothing wrong and followed all procedures.

Carol Allen – commented about how people are pushing back regarding wearing masks. She hopes the differences between M. Monteith and Tinicum Library can be resolved peacefully.

Cindy, Prospect Park Library, she had questions regarding automatic renewals. The procedure was explained.

Jean Makenzie, Rachel Kohl – concerned about the loss of fines at their library regarding automatic renewals.

Q. Why is there a need for a policy?

A. Anytime we create a rule to lending of materials it has to be addressed in a formal policy. Regarding Automatic renewals nothing is different it’s just a courtesy service to patrons.

Q. Are we eliminating fines?

A. No we are not eliminating fines at this time.

10. Adjourn: Motion made and seconded (H. Grommell-McGrane, J. Shulbank) Unanimous approval

Future Dates:

- October 7th 2021 via zoom
- December 2nd 2021 via zoom