

DELAWARE COUNTY BOARD OF LIBRARY DIRECTORS
MINUTES

THURSDAY, December 2, 2021 7:00 p.m.

1. Call to Order : H. Grommell-McGrane, S. Keller, J. Shulbank, K. Standen, I. Bains, C. Bittle, A. Laepple, Thom Nixon, Doug Ferguson
2. Minutes: October 2021: Motion made and seconded (J. Shulbank, S. Keller) Unanimous approval
3. Communications & Announcements
 - a. Thank you to MaryAnn Bullen for her many years of service. Welcome to new Trustees: Doug Ferguson and Thom Nixon.
 - b. Library Strategic Plan
Pennsylvania standards for district library centers require that each district have a 5 year strategic plan for the provision of service and resource development. Sheryl Trent with SBrand Solutions spoke on the new Strategic Plan goals and objectives. The draft of the Strategic Plan was shared and it was asked that the Delaware County Library Board of Trustees review it and offer any feedback. A request will be made to adopt as the official strategic plan at February's meeting.
4. Financial Report – October 2021: Motioned and seconded (J. Shulbank, D Ferguson) Unanimous approval
5. Administrator's Report
 - a. County Coordination Aid Agreement: Motioned and Seconded (J. Shulbank, D. Ferguson) Each county library or county library system receiving County Coordination Aid funding is required to complete a Plan for that Aid. Delaware County receives \$160,063.68 in Aid that they must allocate to 5 specific categories: Library Resources and Collections, Technology, Library Services, Administration, and Services to Children, Adults, and Special Populations. Delaware County formed a task force comprised of representatives from member libraries to provide input and direction. The categories selected were: Resources and Collections, Technology, and Services to Children ages birth to young adult. The Plan was distributed to all 26 member libraries.
 - b. Mobile App – On December 1, Library Services requested that County Council approve the implementation of a Library Mobile App and the request was unanimously approved. The Strategic Planning process has shed light on the need for advanced technologies within libraries. Libraries need to engage existing patrons and reach new users on their mobile devices. An app will allow Delaware County Libraries to increase engagement and create a direct and personalized channel of communication to users. The app will now go into development with the expectation of an early 2022 roll out.

- c. Office of Commonwealth Libraries Institute of Museum and Library Services
OCL-IMLS ARP Grant
Delaware County Libraries, as an entity that received 2020-2021 State Aid to Libraries, is eligible to apply for \$167,669 in American Rescue Plan (ARP) Funding provided by the Institute of Museum and Library Services (IMLS) and available through the Pennsylvania Department of Education Office of Commonwealth Libraries. After reviewing the grant requirements, the DCL Headquarters staff recommended to the member library directors at their November 18 meeting that the grant be focused on the replacement of circulation computers across the network. There was consensus among the member libraries to move forward with this proposal. County Council approval to submit the grant application at their December 1 meeting. DCL Headquarters staff is currently working on the application. It is due January 25, 2022.

6. Committee Report – none

7. New Business-

New Board officers are needed for the upcoming year, 2022. Susan Keller will chair the nominating committee for interested officers of the board. Please contact her if interested.

8. Old Business - none

9. Public Comments

- a. Sandy McCann, Newtown Square Library. Voiced concerns over next year's board meetings being held in person and the location being Government Center Building. Due to the Sunshine law, Delaware County Library Services is an agency of the county government and required to reinstate in person meetings. DCL Headquarters staff members are working on having a Zoom webinar set in place for February 2022 and future meetings.
- b. Linda Laws, Yeadon Library. Shared that board member Annette Johns passed away in October. Annette enjoyed attending the meetings, and she will be missed. Yeadon also has two new trustees, and they hope to bring them in for February's meeting.
- c. Bob Fyfe, Middletown Library, Check out their new library located at: 464 South Old Middletown Road, Lima, PA 19037. Also upcoming Bottle & Brush Event, December 3, 2021 Time: 6:30- 8:30. \$40.00 per person.

10. Adjourn : Motioned and seconded (J. Shulbank, D Ferguson) Unanimous approval

Future Dates:

- February 17, 2022 - County Council Meeting Room, 1st Floor of the Government Center Building, 201 W. Front St., Media, PA
- April 21, 2022 - County Council Meeting Room 1st Floor of the Government Center Building, 201 W. Front St., Media, PA
- June 16, 2022 - County Council Meeting Room 1st Floor of the Government Center Building, 201 W. Front St., Media, PA
- August 18, 2022 - County Council Meeting Room 1st Floor of the Government Center Building, 201 W. Front St., Media, PA
- October 20, 22 - County Council Meeting Room 1st Floor of the Government Center Building, 201 W. Front St., Media, PA
- December 15, 2022 - County Council Meeting Room 1st Floor of the Government Center Building, 201 W. Front St., Media, PA